

GOVERNMENTAL OPERATIONS

Agency 075

Office of the Governor

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	54.5	11,541	1,500	13,041
Total Maintenance Level	54.5	11,888	1,500	13,388
Difference		347		347
Percent Change from Current Biennium	0.0%	3.0%	0.0%	2.7%
Performance Changes				
Staff Reduction	(2.5)	(635)		(635)
Reduce Hood Canal Coordination Council		(20)		(20)
Move Hood Canal Coordination Council		(160)		(160)
Suspend Plan 1 Uniform COLA #		(155)		(155)
Subtotal	(2.5)	(970)		(970)
Total Proposed Budget	52.0	10,918	1,500	12,418
Difference	(2.5)	(623)		(623)
Percent Change from Current Biennium	(4.6)%	(5.4)%	0.0%	(4.8)%
Total Proposed Budget by Activity				
Executive Operations for Governor's Office	39.6	8,444		8,444
Maintenance of Governor's Mansion	(.5)	(50)		(50)
Office of the Family and Children's Ombudsman	7.5	1,378		1,378
Economic Development			1,500	1,500
Education Ombudsman	5.4	1,146		1,146
Total Proposed Budget	52.0	10,918	1,500	12,418

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Staff Reduction

One part-time position in the Governor's Mansion is eliminated. The Office of the Family and Children and the Education Ombudsman will each eliminate one position. Funding for goods, services, and travel is reduced.

Reduce Hood Canal Coordination Council

Funding for projects, reports and other activities of the Hood Canal Aquatic Rehabilitation Program under RCW 90.88.030 is reduced by 11 percent.

Move Hood Canal Coordination Council

Funding for projects, reports, and other activities of the Hood Canal Aquatic Rehabilitation Program under RCW 90.88.030 is transferred to the Puget Sound Partnership.

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Executive Operations for Governor's Office

The Governor is the chief executive officer of the state, responsible for the overall administration of the affairs of the state of Washington. The Office of the Governor includes staff members who assist the Governor with administrative support, communicating with the public, and representing the Governor's policy recommendations to the Legislature.

Maintenance of Governor's Mansion

The Executive Mansion is provided by the state for the Governor's residential use and to fulfill ceremonial responsibilities. The Governor's personal expenses are the responsibility of the Governor and are not included in the mansion budget.

Office of the Family and Children's Ombudsman

The Office of the Family and Children's Ombudsman (OFCO) is responsible for investigating complaints against state agencies involving the protection of children from abuse and neglect, and/or the provision of child welfare services. OFCO researches issues facing the child protection/welfare system and recommends changes for improvements.

Economic Development

The Governor, upon the recommendation of the Department of Commerce and the Economic Development Commission uses the Economic Development Strategic Reserve to invest in public infrastructure or technical assistance to prevent business closure or relocation outside the state and to recruit businesses to Washington.

Education Ombudsman

The Education Ombudsman was created to advocate on behalf of elementary and secondary students and to provide information and investigative services to parents, students, and others regarding their rights and responsibilities in the state's public elementary and secondary education system, and advocating on behalf of elementary and secondary schools.

GOVERNMENTAL OPERATIONS

Agency 080

Office of Lieutenant Governor

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	6.8	1,517	95	1,612
Total Maintenance Level	6.8	1,574	95	1,669
Difference		57		57
Percent Change from Current Biennium	0.0%	3.8%	0.0%	3.5%
Performance Changes				
Administrative Reductions	(3.0)	(521)		(521)
Suspend Plan 1 Uniform COLA #		(19)		(19)
Subtotal	(3.0)	(540)		(540)
Total Proposed Budget	3.8	1,034	95	1,129
Difference	(3.0)	(483)		(483)
Percent Change from Current Biennium	(44.1)%	(31.8)%	0.0%	(30.0)%
Total Proposed Budget by Activity				
Executive Operations for the Lieutenant Governor's Office	2.4	742	95	837
Operation of the Legislative Committee on Economic Development and International Relations	1.4	292		292
Total Proposed Budget	3.8	1,034	95	1,129

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Administrative Reductions

The Office of the Lieutenant Governor will achieve savings by reducing spending for salaries and benefits, travel, equipment, printing costs, employee training and development, communications, parking, and other goods and services.

ACTIVITY DESCRIPTIONS

Executive Operations for the Lieutenant Governor's Office

The Lieutenant Governor, elected independently of the Governor, has a constitutional responsibility to act as Governor if the Governor is unable to perform his/her duties; serve as the presiding officer (President) of the Senate; and discharge other duties prescribed by law. The Lieutenant Governor represents the state at public and private functions, and serves on various executive and legislative committees. Staff assists the Lieutenant Governor with administrative support, communicating with the public, and representing the Lieutenant Governor's policy recommendations to the Legislature.

GOVERNMENTAL OPERATIONS

Operation of the Legislative Committee on Economic Development and International Relations

The Legislative Committee on Economic Development and International Relations was established by RCW 43.15.060 to provide responsive and consistent involvement by the Legislature in economic development in order to maintain a healthy state economy and provide employment opportunities to Washington residents. The Lieutenant Governor serves as Chair and appoints the members. Effective July 1, 2003 the Legislature transferred all operational and support responsibilities for this committee to the Office of Lieutenant Governor. Related to this, the Lieutenant Governor acts in an ambassadorial role for the state by meeting with foreign officials and others both in Washington state and abroad.

GOVERNMENTAL OPERATIONS

Agency 082

Public Disclosure Commission

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	23.0	4,461		4,461
Total Maintenance Level	23.0	4,608		4,608
Difference		147		147
Percent Change from Current Biennium	0.0%	3.3%		3.3%
Performance Changes				
Staff Reductions	(3.5)	(466)		(466)
Suspend Plan 1 Uniform COLA #		(58)		(58)
State Data Center Rate Increase		64		64
Subtotal	(3.5)	(460)		(460)
Total Proposed Budget	19.5	4,148		4,148
Difference	(3.5)	(313)		(313)
Percent Change from Current Biennium	(15.2)%	(7.0)%		(7.0)%
Total Proposed Budget by Activity				
Agency Administration	1.9	717		717
Enforcement of Public Disclosure Laws	2.1	752		752
Provide Public Access to Certain Campaign, Lobbying and Financial Information	15.6	2,673		2,673
Other Statewide Adjustments		6		6
Total Proposed Budget	19.5	4,148		4,148

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Staff Reductions

One technology related position will be eliminated, creating delays in workstation repairs and software problem resolution. This will affect the agency's ability to provide prompt customer service. The Assistant Director position will be eliminated which will affect policy decisions, agency rules, and the compliance advice provided to agency stakeholders. One investigator position will be eliminated and two investigator positions will be reduced to part-time. Compliance and enforcement outcomes mandated in the Public Disclosure Act will be affected by these reductions. The resolution of investigations and enforcement actions will be extended by three to six months.

ACTIVITY DESCRIPTIONS

Agency Administration

Agency Administration provides administrative and management support to the Public Disclosure Commission.

GOVERNMENTAL OPERATIONS

Enforcement of Public Disclosure Laws

The Public Disclosure Commission monitors whether persons subject to public disclosure laws file timely reports and comply with other provisions of the law. The agency reviews approximately 70 complaints from the public annually, the vast majority relating to provisions of the campaign financing statutes. The commission initiates investigations, produces reports, and enforces the public disclosure laws, including hearing enforcement cases and imposing penalties on violators.

Provide Public Access to Certain Campaign, Lobbying and Financial Information

The Public Disclosure Commission (PDC) provides full and timely public access to political finance data by maintaining a secure, comprehensive website, and developing and maintaining electronic filing alternatives for campaigns, lobbyists, lobbyist employers, and personal financial affairs filers. The agency assists filers in fulfilling statutory reporting requirements by providing training, instructional manuals, help screens, and telephone and e-mail assistance. Commission staff enters, reviews, and maintains data required of campaigns, lobbyists, lobbyist employers, and others to ensure the uniformity and accuracy of the data.

Other Statewide Adjustments

This item reflects proposed compensation and other adjustments that were not allocated to individual agency activities. This agency will assign these costs to the proper activities after the budget is enacted.

GOVERNMENTAL OPERATIONS

Agency 085

Office of the Secretary of State

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	326.8	36,134	71,769	107,903
Total Maintenance Level	322.5	44,837	56,999	101,836
Difference	(4.3)	8,703	(14,770)	(6,067)
Percent Change from Current Biennium	(1.3)%	24.1%	(20.6)%	(5.6)%
Performance Changes				
Charitable Organization Education			300	300
Archives Service Reduction	(3.0)		(890)	(890)
Presidential Primary State Costs		(10,032)		(10,032)
Suspend Plan 1 Uniform COLA #		(373)	(288)	(661)
Subtotal	(3.0)	(10,405)	(878)	(11,283)
Total Proposed Budget	319.5	34,432	56,121	90,553
Difference	(7.3)	(1,702)	(15,648)	(17,350)
Percent Change from Current Biennium	(2.2)%	(4.7)%	(21.8)%	(16.1)%
Total Proposed Budget by Activity				
Address Confidentiality Program	2.9	540		540
Archives Collections and Services	36.0		6,590	6,590
Inactive - Census Redistricting		18		18
Charitable Solicitation and Trusts Program	8.9	46	1,623	1,669
Corporations, Partnerships, and Apostilles Services	44.7	(1,752)	10,438	8,686
State Share Election Cost Reimbursements	(1.5)	3,865		3,865
Executive and Administrative Services	47.7	6,893	3,587	10,480
Help America Vote Act Local Grant Program	5.5	(68)	15,765	15,697
Imaging Services	41.5		5,617	5,617
Library Collections and Services	85.1	12,245	7,812	20,057
Pass Through Funds		6,188		6,188
Preserving and Making Accessible Washington's Heritage	3.9	544	89	633
Productivity Board	3.9		650	650
Records Management	14.1		5,193	5,193
Voter Information, Voter Registration, and Elections Official Training	26.5	4,573		4,573
Federal Information	(1.8)		(1,303)	(1,303)
Census and Redistricting Project	(2.0)	(305)		(305)
Other Statewide Adjustments	4.3	1,645	60	1,705
Total Proposed Budget	319.5	34,432	56,121	90,553

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

GOVERNMENTAL OPERATIONS

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Charitable Organization Education

In 2010, legislation was enacted to implement a Charitable Organization Education program supported by the Charitable Organization Education Account. A technical adjustment is made to increase the program's appropriation to cover the personal service costs of hiring trainers with expertise in areas of fiduciary responsibility, board management, and other areas of education identified by the charitable and nonprofit community. (Charitable Organization Education Account-State)

Archives Service Reduction

Digital Archives staff and materials will be reduced. This action will reduce the number and types of new electronic records that agencies can transfer. This may increase the risk for loss of records, decrease public access to electronic records on-line, and increase agency workloads to maintain and make accessible their records. Records Management will reduce one FTE staff. This will affect assistance to the State Records Committee, reduce guidance to state records officers, reduce training on electronic records and disaster preparedness, postpone state agency efforts to reduce the number of unique retention schedules, and reduce records guidance and training for local governments. State Government Archives will also reduce one FTE staff, decreasing the records from the paper archives made available on the website. (Archives and Records Management Account-State)

Presidential Primary State Costs

Every four years the state is required by law to conduct a Presidential Primary and to reimburse counties for the state's share of the election costs. It is assumed that the Legislature will cancel the next Presidential Primary, which is scheduled for 2012.

ACTIVITY DESCRIPTIONS

Address Confidentiality Program

This program helps crime victims (specifically victims of domestic violence, sexual assault, or stalking) keep their addresses out of state and local government records so perpetrators cannot use public records to locate their victims and continue the abuse. The program provides participants with a substitute address that can be legally used as residence, work, and/or school addresses. It also provides confidentiality in voter registration and marriage licenses, two areas that are normally public records.

Archives Collections and Services

The primary mission of the State Archives is to preserve and make accessible the legal and historical documents of the state executive, legislative, and judicial branch agencies as well as all local governments. The Archives maintain public research facilities and a web-site for access to the records for reference and scholarship. The main facility in Olympia, the Digital Archives in Cheney, and five regional branches (Bellevue, Bellingham, Ellensburg, Cheney, and Olympia) ensure citizen access to local records while maintaining the security necessary for authentic records. Services include an on-line research catalog to collections, training and outreach, records preservation, conservation efforts, and a grant program. (Other Funds: Archives and Records Management Account-State, Local Government Archive Account-State)

Inactive - Census Redistricting

This activity provides information for the 2010 U.S. Census and its subsequent redistricting project required by Washington State law. The Office of the Secretary of State is required to manage the counties' review and reporting of projects of precinct boundaries, which will be submitted to the U.S. Census Bureau. In response, the U.S. Census Bureau will report back on population per precinct. The Washington State Redistricting Commission will be formed in 2011 and will receive and revise legislative and congressional district boundaries,

Charitable Solicitation and Trusts Program

This activity registers entities that solicit funds from Washington State residents and entities holding income producing assets in the name of charity. This activity also administers the Charitable Organization Education Program to educate charitable organizations, their board members, and the general public about administration, fiduciary responsibility, ethics, and other best practices. Charitable registration is used to provide information to the public about charities and their paid fundraisers and permits supervision of the administration of charitable trusts which helps to prevent deceptive and dishonest practices. This information promotes education and awareness for targeted or vulnerable citizens such as the elderly, and exposes the improper use of contributions intended for charitable purposes. (Other Funds: Secretary of State Revolving Account-Nonappropriated)

Corporations, Partnerships, and Apostilles Services

This activity registers entities conducting business in the state of Washington which include domestic and foreign (out-of-state) corporations, limited partnerships, limited liability partnerships, and limited liability companies. It also registers international student exchange programs and accepts service of process on corporations failing to maintain a registered agent or registered office address, and on out-of-state residents involved in accidents on Washington highways. The activity also provides the public with in-state trademark protection and evidence of first-use of the mark. Registration of the mark is a valuable alternative to federal registration when a filer does business only within Washington, and it provides critical evidence of first use when used as supplemental document in a federal trademark application. This activity also maintains the state domestic partnership registry of individuals seeking to enter into a domestic partnership as created in Substitute Senate Bill 5336. It is responsible for authenticating public documents for international use by verifying the official nature of a document so officials abroad can accept its face value. It also administers the Electronic Authentication Act as an independent third party to ensure that the licensing process of a certification authority remains separate from digital signature technologies. (Other Funds: Secretary of State Revolving Fund Nonappropriated)

State Share Election Cost Reimbursements

This activity provides primary and general election cost reimbursements to county election offices in odd-numbered election years and for the presidential primary.

Executive and Administrative Services

This activity provides the agency with management and policy direction not directly attributed to any program or service. Functions include public information, legislative affairs, policy and planning, heritage center development, international relations, human resources, financial services, contracting and purchasing, facility and records management, and technology support. (Other Funds: Archives and Records Management Account-State, Secretary of State Revolving Account-Nonappropriated, Department of Personnel Account-State, Local Government Archives Account-State, Imaging Account-Nonappropriated, Election Account-Federal)

Help America Vote Act Local Grant Program

This activity was created in the 2003-05 Biennium to establish a local grant program to assist county auditors in meeting the requirements of the federal Help America Vote Act of 2002 (HAVA). The Office of the Secretary of State is responsible for administering the grant program and meeting federal audit requirements. By September 2006, all counties were in compliance with HAVA requirements. However, additional funding for counties through the local grant program continues. Counties apply for a wide range of grants that will improve the administration of elections, increase training for election officials, and improve voter education programs. (Other Funds: Election Account-Federal)

GOVERNMENTAL OPERATIONS

Imaging Services

This activity provides imaging services on a cost-recovery basis to state and local agencies to ensure permanent retention of essential records and documents of legal or historical significance. Services include imaging (filming, scanning, and digital conversion); quality review and inspection, and the creation of microfilm for the long term preservation of records. The unit also provides assessment and consultation on local government holdings and microfilm/imaging standards. (Other Funds: Imaging Account-Nonappropriated, Archives and Records Management Account-State, Local Government Archive Account-State)

Library Collections and Services

The Washington State Library ensures that Washingtonians have access to the information they need today and to the history of Washington for tomorrow. Information is collected, preserved, and made available through formats and services appropriate for all populations including students, teachers, the blind, visually impaired, physically handicapped, learning disabled, and residents of state institutions. The Washington State Library provides leadership and coordination of services to all libraries in the state of Washington, strengthening them in their service to their communities. (Other Funds: General Fund-Federal)

Pass Through Funds

The Secretary of State's Office provides pass through state funds to TVW for providing television coverage of statewide government events and to Humanities Washington for its "We the People" community conversations program.

Preserving and Making Accessible Washington's Heritage

The Legacy Project publishes oral histories and biographies on former U.S. Senators, Members of Congress, Governors, influential newsmakers, and people who've influenced the political history of the State of Washington.

Productivity Board

The Productivity Board improves the quality, service, and efficiency of Washington State through the implementation of cost effective employee suggestions and process improvements. The Board encourages state employees to create, innovate, and apply their good ideas for the betterment of state government and saving state taxpayers' dollars. (Other Funds: Department of Personnel Services-State)

Records Management

Records Management is an integral part of managing the life cycle of state and local government records in an efficient and cost-effective manner, while preserving essential legal and historical archival records. Substantial space savings are achieved by timely destruction of records according to retention schedules approved by state and local records committees. Maintaining a central state records center achieves significant storage cost savings, and the document retrieval system provides efficient access to agency records. (Other Funds: Archives and Records Management Account-State, Local Government Archive Account-State)

Voter Information, Voter Registration, and Elections Official Training

This activity facilitates federally mandated voter registration processes, administers the constitutional right to initiative and referendum, ensures state compliance with the constitutional requirement that voters receive a voters' pamphlet for each applicable election, conducts statutorily required training and certification programs for state and local election officials, certifies voting equipment as required by state law, and maintains a publically accessible statewide elections and voter information system.

Federal Information

This activity provides citizens with access to print and digital information and publications, both current and historical, from the federal government.

GOVERNMENTAL OPERATIONS

Census and Redistricting Project

This activity provides information for the 2010 U.S. Census and the subsequent redistricting project required by Washington State law. The Office of the Secretary of State is required to manage the counties' review and reporting of precinct boundaries, which will be submitted to the U.S. Census Bureau. In response, the U.S. Census Bureau will report back on the population per precinct. The Washington State Redistricting Commission will be formed in 2011 and will receive and revise legislative and congressional district boundaries.

Other Statewide Adjustments

This item reflects proposed compensation and other adjustments that were not allocated to individual agency activities. This agency will assign these costs to the proper activities after the budget is enacted.

GOVERNMENTAL OPERATIONS

Agency 086

Governor's Office of Indian Affairs

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	2.0	537		537
Total Maintenance Level	2.0	552		552
Difference		15		15
Percent Change from Current Biennium	0.0%	2.8%		2.8%
Performance Changes				
Reduce Salaries, Goods and Services, and Travel	(.1)	(55)		(55)
Suspend Plan 1 Uniform COLA #		(5)		(5)
State Data Center Rate Increase		5		5
Subtotal	(0.1)	(55)		(55)
Total Proposed Budget	2.0	497		497
Difference	(.1)	(40)		(40)
Percent Change from Current Biennium	(2.5)%	(7.4)%		(7.4)%
Total Proposed Budget by Activity				
Promote Government Relations	2.0	497		497
Total Proposed Budget	2.0	497		497

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Reduce Salaries, Goods and Services, and Travel

The Governor's Office of Indian Affairs will reduce expenditures for salaries, goods and services, and travel. These reductions will potentially delay further development of the government-to-government relationship between the tribes and the state. Face-to-face interactions with tribes are a key factor in promoting positive relations. Communication through written letter, phone, and e-mail is not as culturally appropriate.

ACTIVITY DESCRIPTIONS

Promote Government Relations

The Governor's Office of Indian Affairs assists the state in developing and implementing policies, as well as conducting its relations with federally-recognized tribes on a government-to-government basis, consistent with the principles identified and affirmed in the 1989 Centennial Accord, 1999 Millennium Agreement, and Governor's Proclamation of July 21, 1997. The office works to improve communication between the state of Washington and federally-recognized tribes and tribal organizations.

GOVERNMENTAL OPERATIONS

Agency 087

Commission on Asian Pacific American Affairs

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	2.0	452		452
Total Maintenance Level	2.0	471		471
Difference		19		19
Percent Change from Current Biennium	0.0%	4.2%		4.2%
Performance Changes				
Reduce FTE Staff, Good and Services, Travel		(46)		(46)
Suspend Plan 1 Uniform COLA #		(5)		(5)
State Data Center Rate Increase		5		5
Office of Civil Rights-Asian Pacific American Affairs #	(2.0)	(425)		(425)
Subtotal	(2.0)	(471)		(471)
Total Proposed Budget				
Difference	(2.0)	(452)		(452)
Percent Change from Current Biennium	(100.0)%	(100.0)%		(100.0)%
Total Proposed Budget by Activity				
Advocacy of Asian Pacific-American Community Issues				
Total Proposed Budget				

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Reduce FTE Staff, Good and Services, Travel

This item reduces funding for salaries and communications materials. The Commission will not be able to support two full FTE positions with the salary reduction. These funding reductions will limit the agency's ability to fulfill its mission.

Office of Civil Rights-Asian Pacific American Affairs

Funding and staff from the Commission on Asian Pacific American Affairs, Commission on African American Affairs, Commission on Hispanic Affairs, Office of Minority and Women's Business Enterprises, and Human Rights Commission will move to the newly created agency, the Office of Civil Rights. This will result in fiscal and operational efficiencies, viability, and new opportunities for collaboration. This partnership agency allows the state to foster opportunity, protect civil rights, and maintain a commitment to diversity.

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Advocacy of Asian Pacific-American Community Issues

The Commission examines issues pertaining to the rights and needs of the Asian American and Pacific Islander community and makes recommendations to the governor, state agencies and local governments for changes in programs, policies, plans, and laws. With over 470,000 Asian Americans and Pacific Islanders representing over 47 distinct groups speaking more than 74 various languages and dialects, the Commission is the only agency in state government performing the essential activity of ensuring the community has access to government and the services it provides. In order to define issues of importance to the community, the Commission holds public meetings, meets with the community, and develops networks with groups that serve the population. The Commission also conducts public information and outreach programs with particular emphasis on education, health, human services, economic development, as well as develops special studies and reports to address issues of concern to the Asian American and Pacific Islander community.

GOVERNMENTAL OPERATIONS

Agency 090

Office of State Treasurer

Recommendation Summary

Dollars in Thousands

	Annual FTEs General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	71.3	14,686	14,686
Total Maintenance Level	71.3	15,187	15,187
Difference		501	501
Percent Change from Current Biennium	0.0%	3.4%	3.4%
Performance Changes			
Reduce FTEs to Reflect Actuals	(4.3)		
Moving Costs for Leaving General Administration Building		113	113
Suspend Plan 1 Uniform COLA #		(202)	(202)
State Data Center Rate Increase		96	96
Subtotal	(4.3)	7	7
Total Proposed Budget	67.0	15,194	15,194
Difference	(4.3)	508	508
Percent Change from Current Biennium	(6.0)%	3.5%	3.5%
Total Proposed Budget by Activity			
Accounting and Fiscal Services for Treasury and Trust Funds	13.5	2,952	2,952
Administration	10.1	2,432	2,432
Banking Services	21.5	4,331	4,331
Debt Management Services	13.0	3,157	3,157
Investment Services	9.0	2,322	2,322
Total Proposed Budget	67.0	15,194	15,194

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Reduce FTEs to Reflect Actuals

The State Treasurer's Office consisted of 64.8 FTE in Fiscal Year 2010. FTE authority is reduced to better reflect usage.

Moving Costs for Leaving General Administration Building

Due to the planned elimination of the General Administration Building on the capital campus, the Office of the State Treasurer will incur one-time moving costs of \$139,000 in Fiscal Year 2012 and ongoing lease savings in Fiscal Year 2012 (\$12,000), Fiscal Year 2013 (\$14,000) and thereafter. (State Treasurer's Service Account-State)

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Accounting and Fiscal Services for Treasury and Trust Funds

The State Treasurer maintains a correct and current account of all monies received and disbursed, classified by fund or account, as well as agency level accounting for investments, distributions, and debt management activity. All cash activity is accounted for and electronically interfaced to the statewide Agency Financial Reporting System (AFRS). (State Treasurer's Service Account)

Administration

The State Treasurer, a constitutional officer elected to serve a four-year term, is the state's chief fiscal officer. The Treasurer's Office provides banking, investment, debt management, and accounting services for state government, keeping the books and managing taxpayers' money from the time it is collected in taxes until it is spent on programs by the Legislature. The office receives the state's cash resources, invests the money each business day to earn interest, and disburses funds to numerous entities, including agencies, local governments, and active and retired state employees. Office business functions are supported by a fully functional information processing environment. (State Treasurer's Service Account)

Banking Services

The State Treasurer receives and deposits monies remitted to the state, and manages the disbursement of funds to state and local governments, vendors, beneficiaries, claimants, and employees. These banking services are provided to state agencies through the Cash and Warrant Management Division. The division promotes responsible financial practices to ensure the unimpeded inflow of monies to the state's bank accounts and the timely outflow of monies to payees. The warrant management section releases, redeems, and maintains the records of warrants that bear the signature of the State Treasurer. The division also is responsible for the negotiation and management of numerous financial contracts and agreements, and works in cooperation with other state agencies in support of Digital Government initiatives. (State Treasurer's Service Account)

Debt Management Services

Bond Retirement and Interest, Agency 010, is part of the Office of the State Treasurer, and is commonly referred to as Debt Management. The major functions of this activity include support to the State Finance Committee, debt issuance, the State/Local Lease Purchase Program, the School Bond Guarantee program, and payments to bondholders. (State Treasurer's Service Account)

Investment Services

The Investment Division invests a pool of the state's operating and capital cash reserves for maximum return under defined risk parameters, while still providing sufficient liquidity to meet agency cash requirements. The Investment Division also separately invests and administers the Local Government Investment Pool (LGIP), a pooled investment program which serves more than 400 local government cash managers. Pooled investments and other services allow state and local governments to share in the expertise of the State Treasurer and its investment staff, and reap the benefits of the economies of scale. (State Treasurer's Service Account)

GOVERNMENTAL OPERATIONS

Agency 095

Office of State Auditor

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	337.4	1,439	78,135	79,574
Total Maintenance Level	335.1	1,461	82,118	83,579
Difference	(2.3)	22	3,983	4,005
Percent Change from Current Biennium	(0.7)%	1.5%	5.1%	5.0%
Performance Changes				
Shift Audits to Performance Audit Account #	(10.1)	(1,445)	(6,565)	(8,010)
Suspend Plan 1 Uniform COLA #		(16)	(893)	(909)
State Data Center Rate Increase			160	160
Subtotal	(10.1)	(1,461)	(7,298)	(8,759)
Total Proposed Budget	325.0		74,820	74,820
Difference	(12.4)	(1,439)	(3,315)	(4,754)
Percent Change from Current Biennium	(3.7)%	(100.0)%	(4.2)%	(6.0)%
Total Proposed Budget by Activity				
Audit of K-12 Budget Drivers and State Funded Programs	6.0	16	1,210	1,226
Administrative Activity	13.0	(16)	3,286	3,270
Local Government Audit	210.0		44,493	44,493
State Government Audit	28.0		8,202	8,202
Whistleblower Program	4.0		1,272	1,272
Local Government Budgeting, Accounting and Reporting System and Statistics			797	797
Performance Audits	64.1		15,560	15,560
Total Proposed Budget	325.0		74,820	74,820

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Shift Audits to Performance Audit Account

The State Auditor's Office performs several types of audits for the state which are traditionally funded from three separate accounts. While all types of audits are required to continue, funding for these audits will now occur through the Performance Audits of Government Account. Proposed legislation will eliminate General Fund-State and Auditing Services Revolving Account-State expenditure authority for these activities and is required to complete this shift. All changes are ongoing. (General Fund-State, Auditing Services Revolving Account-State, Performance Audits of Government Account-Nonappropriated)

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Audit of K-12 Budget Drivers and State Funded Programs

The School Programs audit team assesses school district compliance with legal criteria that must be met as a condition for receiving General Fund monies. There are 295 school districts subject to this audit effort. The team also assists the Special Education Safety Net Committee, works with staff of the Office of Superintendent of Public Instruction on audit resolution, and provides training for school district staff. This audit work has been assigned to the State Auditor's Office by the Legislature via budget proviso since 1998.

Administrative Activity

This activity provides for administration of the Office of the State Auditor

Local Government Audit

The Office of the State Auditor independently audits local governments at least every three years, with the exception of self-insurance plans, which are audited on a two-year cycle. There are approximately 2,400 local government entities, including counties, cities, schools, ports, public utilities, hospital districts, fire districts and a variety of other special purpose districts. Auditors use a risk-based approach, which focuses on public resources most likely to be at risk of loss or misappropriation. For each government requiring a financial statement audit or single audit, we issue financial statement opinions and single audits. Beyond examining the financial condition, accounting and reporting by local governments, the audits assess compliance with the Constitution, state laws, and local government ordinances. Any report disclosing malfeasance, misfeasance or nonfeasance in office on the part of local government officers or employees is referred to the county prosecuting attorney or federal government for recovery of funds and prosecution. Bond rating agencies rely on these audit reports in performing their assessments.

State Government Audit

The office audits annually the basic financial statements prepared by the Office of Financial Management and the required audit of federal financial assistance and conduct an examination of internal controls over public resources and compliance with the Constitution and state laws and regulations. The single audit meets legal requirements contained in the Congressional Single Audit Act. There are 168 state agencies, boards, and commissions subject to this audit effort, which uses a risk-based approach to focus on public resources at highest risk of loss or misappropriation. Audits of state agencies disclosing malfeasance, misfeasance or nonfeasance on the part of any public officer or employee are referred to the Office of the Attorney General or federal government for recovery of funds and prosecution. Bond rating agencies rely on state government audits in performing their assessments.

Whistleblower Program

The Office of the State Auditor administers the state employee whistleblower program, which encourages state employees to disclose, to the extent not expressly prohibited by law, improper governmental actions. Improper governmental action means any action by an employee undertaken in the performance of the employee's official duties, which represents gross mismanagement, is a gross waste of public funds or resources, is in violation of federal or state law or rule, is of substantial and specific danger to the public health or safety, or which is gross mismanagement.

GOVERNMENTAL OPERATIONS

Local Government Budgeting, Accounting and Reporting System and Statistics

The Office of the State Auditor, in collaboration with local governments, sets uniform accounting standards for local governments, allowing for consistent reporting of budget and financial information, timely analysis, and greater public understanding. The office helps local governments meet these standards by providing technical assistance and training. Each year, the office works with local governments to update the Budgeting, Accounting, and Reporting Systems (BARS) for local governments. Annually, the office publishes a compilation of local government comparative statistics, a 10-year history of financial information that is used for comparing entities and analyzing programs. These statistics are available on the internet in a reporting system that allows for flexible access of this data by the citizens and other users. State and local policy makers and officials and bond rating agencies often rely on the local government financial reporting system in performing their assessments. The local government financial information is also used by our auditors in assessing risk, which helps determine the scope and frequency of these audits.

Performance Audits

Performance audits of state and local governments in Washington are conducted under the authority of Initiative 900, which was approved by voters in November 2005 and enacted as RCW 43.09.470. Since then, our Office has independently selected audit topics in response to citizen input, audit experience, requests by the Governor and the Legislature, and in response to emerging issues. The performance audits are conducted in accordance with the Government Auditing Standards published by the U.S. Government Accountability Office.

Agency 099

Citizens' Commission on Salaries for Elected Officials**Recommendation Summary**

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	1.4	374		374
Total Maintenance Level	1.4	390		390
Difference		16		16
Percent Change from Current Biennium	0.0%	4.3%		4.3%
Performance Changes				
Reduce Training and Equipment	(.1)	(39)		(39)
Adjust Fiscal Year Split				
Suspend Plan 1 Uniform COLA #		(2)		(2)
State Data Center Rate Increase		5		5
Subtotal	(0.1)	(36)		(36)
Total Proposed Budget	1.3	354		354
Difference	(.1)	(20)		(20)
Percent Change from Current Biennium	(3.7)%	(5.3)%		(5.3)%
Total Proposed Budget by Activity				
Salary Setting for Elected Officials	1.3	354		354
Total Proposed Budget	1.3	354		354

PERFORMANCE LEVEL CHANGE DESCRIPTIONS**Reduce Training and Equipment**

Reducing expenditures for training and equipment will leave the Commission with no discretionary funding for supplies, printing, or training.

Adjust Fiscal Year Split

Expenditure authority of \$10,000 will be shifted from Fiscal Year 2013 to Fiscal Year 2012 to better align with actual expenditure patterns.

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Salary Setting for Elected Officials

The Citizens' Commission on Salaries for Elected Officials sets the salaries of the elected officials in the Executive, Legislative, and Judicial branches of state government. The salary setting process begins with the adoption of a proposed salary schedule upon which the public is invited to comment. Following a series of public hearings and work sessions, a biennial salary schedule is adopted, filed with the Secretary of State, and becomes law 90 days after filing, unless overturned by voter referendum.

GOVERNMENTAL OPERATIONS

Agency 100

Office of Attorney General

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	1,128.2	11,580	230,366	241,946
Total Maintenance Level	1,102.6	11,815	230,479	242,294
Difference	(25.6)	235	113	348
Percent Change from Current Biennium	(2.3)%	2.0%	0.0%	0.1%
Performance Changes				
Reduce Agency Legal Billings	(107.1)		(26,450)	(26,450)
Eliminate Specific Agency Billings	(.5)		(146)	(146)
Reduce Agency Overhead	(10.0)		(2,250)	(2,250)
New DSHS Sexually Violent Predators Litigation	24.0		9,089	9,089
Teck Cominco Metals Litigation			500	500
Restore DSHS Legal Services Funding	23.0		5,000	5,000
Unemployment Insurance - Employment Security Department	2.0		516	516
University of Washington Legal Services	.4		170	170
Reduction to Non-Agency Legal Services	(10.2)	(1,815)		(1,815)
Suspend Plan 1 Uniform COLA #		(212)	(3,169)	(3,381)
State Data Center Rate Increase			323	323
Subtotal	(78.4)	(2,027)	(16,417)	(18,444)
Total Proposed Budget	1,024.2	9,788	214,062	223,850
Difference	(104.0)	(1,792)	(16,304)	(18,096)
Percent Change from Current Biennium	(9.2)%	(15.5)%	(7.1)%	(7.5)%
Total Proposed Budget by Activity				
Administrative Activity	76.8	162	23,655	23,817
Civil Commitment of Sexually Violent Predators	41.5		14,415	14,415
Criminal Investigation and Prosecution	3.0	659		659
Enforcement of Anti-Trust Laws	8.0		3,042	3,042
Enforcement of Consumer Protection Laws	48.7	4,933	1,824	6,757
Executive Ethics Board	4.1		1,000	1,000
Homicide Investigation Tracking System	5.0	1,103		1,103
Investigation and Defense of Tort Lawsuits			298	298
Investigation and Prosecution of Medicaid Fraud and Resident Abuse	23.0	1,575	4,722	6,297
Legal Services to State Agencies	814.1	1,356	165,106	166,462
Total Proposed Budget	1,024.2	9,788	214,062	223,850

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

GOVERNMENTAL OPERATIONS

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Reduce Agency Legal Billings

The Office of the Attorney General (AGO) will absorb a 12 percent reduction in the Legal Services Revolving Account at maintenance level. The AGO will work with client agencies to develop and implement stricter policies and best management practices regarding utilization of Attorney General services to achieve lower legal bills. (Legal Services Revolving Account-State)

Eliminate Specific Agency Billings

Because the Convention and Trade Center and Home Care Quality Authority will no longer be state agencies in the 2011-13 biennium, the Attorney General's Office billings for those agencies are removed from the Legal Services Revolving Account. (Legal Services Revolving Account-State)

Reduce Agency Overhead

The AGO will reduce agency overhead by 10 percent to reflect reduced legal services to state agencies. Ongoing savings may be achieved through efficiencies, workload reductions, or other implementation methods at the discretion of the AGO. (Legal Services Revolving Account-State)

New DSHS Sexually Violent Predators Litigation

The Attorney General's Office is provided funding and FTE staff positions in the 2011-13 Biennium for legal services relating to new trials for Special Commitment Center residents as a result of the McCuistion detainment decision. (Legal Services Revolving Account-State)

Teck Cominco Metals Litigation

Funding is provided in the 2011-13 biennium for one-time additional legal services to the Department of Ecology and the Department of Natural Resources associated with Pakootas, et al. v. Teck Cominco Metals Ltd. litigation. (Legal Services Revolving Account-State)

Restore DSHS Legal Services Funding

Funding and 23.0 FTE staff are restored for critical legal services to the Department of Social and Health Services. (Legal Services Revolving Account-State)

Unemployment Insurance - Employment Security Department

One-time funding is provided for legal services associated with unemployment insurance (UI) to be provided to the Employment Security Department. These additional funds should be re-evaluated based on the ongoing UI caseload. If the economy improves and the caseload declines, funding should not be continued in ensuing biennia. (Legal Services Revolving Account-State)

University of Washington Legal Services

Funding and 0.4 FTE staff are provided for ongoing legal services associated with the University of Washington's caseload relating to Airlift Northwest and the Real Estate Office for Metro Tract management. (Legal Services Revolving Account-State)

Reduction to Non-Agency Legal Services

In order to achieve general fund savings, the following programs will be reduced by these ongoing amounts: Consumer Protection (\$800,000), Homicide Investigation Tracking System (HITS) (\$500,000), and Criminal Litigation (\$515,000). In cases where counties request assistance from the Attorney General's Office, those counties may reimburse the office for its expenses. Reductions will limit the Attorney General's Office's ability to enforce consumer protection laws, update HITS, and assist counties in prosecuting difficult cases. (Legal Services Revolving Account-State)

ACTIVITY DESCRIPTIONS

Administrative Activity

The administrative function of the Office of the Attorney General includes the Attorney General's office, deputies and administrative support, financial services, human resources, and facilities staff.

Civil Commitment of Sexually Violent Predators

This Sexually Violent Predator Unit is responsible for investigating, prosecuting, and defending the commitments of all sexually violent predators in 38 of the 39 counties in Washington. The unit enhances public protection by developing and maintaining a group of highly skilled prosecutors and support staff who have expertise in the unique legal and mental health issues associated with sexually violent offenders. The unit handles all aspects of sexually violent predator cases including pre-filing investigation, pre-trial discovery and proceedings, trials; appeals at all levels; annual reviews, less restrictive alternative proceedings, and recommitment or release trials.

Criminal Investigation and Prosecution

When requested by the Governor, county prosecuting attorneys, or the Organized Crime Intelligence Unit of the Washington State Patrol, the Criminal Litigation Unit (CLU) investigates and prosecutes all levels of criminal cases. The types of cases commonly handled by the CLU include homicide, sexual assault, multi-jurisdictional crime, white-collar crime, governmental corruption cases, environmental crimes, tax fraud cases on behalf of the Department of Revenue, licensing fraud on behalf of the Department of Licensing, insurance fraud on behalf of the Office of the Insurance Commissioner, and fraudulent worker's compensation claims on behalf of the Department of Labor and Industries. This unit may also assume responsibility for the appellate review of a criminal case originally brought by a county prosecutor if that case involves fundamental issues affecting the public interest and the administration of justice.

Enforcement of Anti-Trust Laws

The Antitrust Division protects the citizens of Washington State from noncompetitive activities such as price-fixing, monopolization, and illegal mergers. The goal of strong anti-trust enforcement is having consumers benefit from fair competition in the form of lower prices or better services. The division files enforcement actions, responds to consumer complaints, provides advice to state agencies, and provides community education and outreach ensuring that consumers will have problems addressed, agencies will prevent problems from occurring, and businesses will become educated about their responsibilities under the antitrust laws.

GOVERNMENTAL OPERATIONS

Enforcement of Consumer Protection Laws

The Consumer Protection Division enforces the Consumer Protection Act, RCW 19.86. The division typically recovers more money on behalf of Washington consumers than the cost of its operation. Currently, the division is focusing on the foreclosure scam and debt collection industries, as well as continuing our enforcement efforts in the automobile and internet fraud sectors. It also takes on non-litigation matters that benefit consumers, such as responding to consumer calls, informally mediating consumer complaints, providing advice to other state agencies, and education and outreach activities. These activities provide consumers and businesses with the tools to educate themselves and make better decisions. The Consumer Protection Division also houses the Lemon Law Administration which promotes timely and effective new motor vehicle warranty service through mandatory arbitration, and the Manufactured Housing Dispute Resolution Unit, which fosters compliance with the Manufactured Housing Landlord Tenant Act through enforcement and investigation and mediation.

Executive Ethics Board

The Executive Ethics Board (EEB) is an independent board with five members appointed by the Governor. The EEB promotes integrity, confidence, and public trust in state government through education, interpretation, and enforcement of the Ethics in Public Service Act (the Act). The Office of the Attorney General provides staff for the Board. Board members meet on a regular basis to interpret the Act for all state agencies, provide advice to agencies regarding ethical issues, promulgate rules to implement the Act, and take enforcement action against state employees who violate the Act. The Board staff investigates complaints filed by public employees and citizens, provides ethics training to all state agencies, and provides advice regarding ethics in the workplace to ensure that state officers and employees perform their public responsibilities with the highest ethical standards and conduct the business of the state to advance the public's interest and not use their position for personal gain or private advantage.

Homicide Investigation Tracking System

The Homicide Investigation Tracking System (HITS) investigators and its data warehouse provide resources to local, state, and federal law enforcement agencies by giving them access to violent crime data and analyses across jurisdictions. Direct investigative assistance is also provided upon request. As a result, public safety is enhanced because violent offenders are identified and apprehended.

Investigation and Defense of Tort Lawsuits

The Torts Division provides high quality and efficient legal services by zealously defending tort claims and lawsuits, engaging in concerted efforts at resolving claims and lawsuits at the earliest stages, and by tracking early resolution rates on a quarterly basis. The division maintains a high rate of litigation success, with many lawsuits dismissed with zero payout, as well as a high rate of appellate success.

Investigation and Prosecution of Medicaid Fraud and Resident Abuse

The Medicaid Fraud Control Unit is a federally mandated and funded investigative and prosecutorial unit staffed by attorneys, auditors, investigators, and support personnel. The mission of the unit is to investigate and prosecute both fraud by health care providers that illegally divert Medicaid funds and the criminal abuse and neglect of residents in Medicaid funded facilities. The unit provides valuable assistance to local law enforcement in investigating and prosecuting crimes committed against vulnerable adults. The unit trains cadets at the Basic Law Enforcement Academy, other investigative agencies, and helps to coordinate the efforts of local vulnerable adult task forces whose missions are to improve the response to crimes committed against this population.

Legal Services to State Agencies

The Office of the Attorney General provides legal advice and representation to over 230 state agencies, boards, and commissions, which collectively have a broad range of program responsibility. In addition to representing agencies in litigation, the office provides legal advice on issues such as personnel, contracts, public records, and specialized program advice. Some program responsibilities supported by the office include state and federal benefit programs administered by state agencies, state licensing and regulatory programs, state agency custodial programs, higher education institutions, natural resources programs, state agency capital construction and equipment acquisitions, state agency revenue and collection programs, and economic development and enterprise activities.

GOVERNMENTAL OPERATIONS

Agency 101

Caseload Forecast Council

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	6.9	1,508		1,508
Total Maintenance Level	6.9	1,571		1,571
Difference		63		63
Percent Change from Current Biennium	0.0%	4.2%		4.2%
Performance Changes				
Staff, Salary, and Travel Reductions	(.1)	(152)		(152)
Merge Forecast Councils #	(5.0)	(1,342)		(1,342)
Relocation, Match FTEs to Actuals	(1.8)	(56)		(56)
Suspend Plan 1 Uniform COLA #		(21)		(21)
Subtotal	(6.9)	(1,571)		(1,571)
Total Proposed Budget				
Difference	(6.9)	(1,508)		(1,508)
Percent Change from Current Biennium	(100.0)%	(100.0)%		(100.0)%
Total Proposed Budget by Activity				
Caseload Forecasting				
Total Proposed Budget				

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Staff, Salary, and Travel Reductions

One full-time FTE staff is reduced to half-time. Salary increases are eliminated and travel and supply purchases are reduced. The reduced staffing level will limit the opportunity for staff cross training, which will affect back fill capabilities in the event of staff turnover.

Merge Forecast Councils

This item merges the Caseload Forecast Council and the Economic and Revenue Forecast Council into the new Office of the Forecast Councils.

Relocation, Match FTEs to Actuals

The Caseload Forecast Council will move from its current building to a less expensive location. FTE authority is reduced to reflect the actual number of employees.

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Caseload Forecasting

The Caseload Forecast Council prepares the official caseload forecasts for the state of Washington for the following entitlement programs: public assistance programs, state correctional institutions, state correctional non-institutional supervision, state institutions for juvenile offenders, the common school system, long-term care, medical assistance, foster care, and adoption support. The official caseload forecasts are produced three times each year. By law, forecasts adopted by the Caseload Forecast Council are the basis of the Governor's budget document and are utilized by the Legislature in the development of the omnibus biennial appropriations act.

GOVERNMENTAL OPERATIONS

Agency 102

Department of Financial Institutions

Recommendation Summary

Dollars in Thousands

	Annual FTEs General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	186.7	44,476	44,476
Total Maintenance Level	186.6	44,445	44,445
Difference	(.1)	(31)	(31)
Percent Change from Current Biennium	(0.1)%	(0.1)%	(0.1)%
Performance Changes			
Mortgage Lending Fraud Prosecution Program *		1,000	1,000
Financial Reform/Investment Adviser	.5	1,204	1,204
Addressing Subpoena Authority #		96	96
Suspend Plan 1 Uniform COLA #		(501)	(501)
State Data Center Rate Increase		377	377
Subtotal	0.5	2,176	2,176
Total Proposed Budget	187.1	46,621	46,621
Difference	.4	2,145	2,145
Percent Change from Current Biennium	0.2%	4.8%	4.8%
Total Proposed Budget by Activity			
Agency Management and Administrative Services	14.8	3,223	3,223
Chartering, Licensing and Registration	25.0	6,927	6,927
Education and Public Outreach	3.2	1,381	1,381
Enforcement	44.3	10,904	10,904
Examinations	100.0	24,186	24,186
Total Proposed Budget	187.1	46,621	46,621

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Mortgage Lending Fraud Prosecution Program *

The Mortgage Lending Fraud Prosecution program is scheduled to expire on June 30, 2011. The Department of Financial Institutions (DFI) proposes legislation to push back the expiration date of this program, as it is vitally important to DFI's efforts in fighting mortgage fraud. The account provides resources to local prosecutors and the state to combat mortgage fraud. The use of this account has also proven to be effective in maintaining a level playing field for legitimate mortgage businesses in Washington. (Mortgage Lending Fraud Prosecution Account-Nonappropriated)

GOVERNMENTAL OPERATIONS

Financial Reform/Investment Adviser

Resources are needed to address DFI's expanded regulatory authority delegated by Congress by the Dodd-Frank Wall Street Reform and Consumer Protection Act. Effective July 21, 2011, the number of investment advisers regulated by DFI will increase by approximately 60 percent, from about 500 to an estimated 800. Because the new registrants will have larger, more complex portfolios (such as hedge fund managers and other private equity fund advisers), DFI will require more resources to regulate them. DFI is provided expenditure authority for this additional regulation. (Financial Services Regulation Account-Nonappropriated)

Addressing Subpoena Authority #

The Department of Financial Institutions proposes legislation that will grant it authority to obtain a subpoena for records, documents, or testimony from a superior court. This is in connection with its investigation and enforcement activity under the Escrow Agent Registration, Franchise Investment Protection, Business Opportunity Fraud, Mortgage Broker Practices, Uniform Money Services, Securities, Commodity Transactions, Consumer Loan, and Check Cashers and Sellers Acts. This authority will result in higher ongoing legal costs, as efforts to secure subpoenas increase. (Financial Services Regulation Account-Nonappropriated)

ACTIVITY DESCRIPTIONS

Agency Management and Administrative Services

The Division of Administration provides administrative and advisory services for the Department of Financial Institutions. These services include policy and legal advice, human resources, financial and budgeting functions.

Chartering, Licensing and Registration

The Department of Financial Institutions evaluates and approves new applications, mergers, conversions, branches, and corporate governance changes for banks and credit unions. The department also conducts licensing, registration, and exemption activities for financial entities, such as broker dealers, investment advisers, securities issuers, escrow officers, mortgage brokers and loan originators, payday lenders, money transmitters, currency exchangers, and consumer loan companies.

Education and Public Outreach

The Department conducts education and outreach activities for consumers and stakeholders. Activities include presentations, town meetings, and press conferences addressing consumer and industry concerns; Internet-based information; and interactive programs.

Enforcement

The Department conducts various types of supervisory, surveillance, and enforcement activities to detect and take corrective action for violations of the regulatory and anti-fraud statutes applicable to financial institutions. Activities include processing complaints, doing investigations, and taking appropriate actions against banks, credit unions, and other financial entities. Additional enforcement functions include coordination and assistance to other law enforcement agencies and prosecutors and providing testimony in courts of law.

Examinations

The department performs several types of examinations. The three primary examinations are compliance and for-cause examinations of financial entities; safety and soundness examinations of banks, credit unions, debenture companies, money transmitters, trust companies, Small Business Association (SBA) lenders, and industrial development corporations; and information system examinations of banks and credit unions.

GOVERNMENTAL OPERATIONS

Agency 103

Department of Commerce

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	268.8	90,147	488,152	578,299
Total Maintenance Level	244.5	83,290	371,798	455,088
Difference	(24.3)	(6,857)	(116,354)	(123,211)
Percent Change from Current Biennium	(9.0)%	(7.6)%	(23.8)%	(21.3)%
Performance Changes				
Local Fiscal Note Revenue Source		(493)	493	
Eliminate Legislative Liaison	(.5)	(114)		(114)
Reduce Housing Assistance Programs			(10,090)	(10,090)
Municipal Research and Services Center			662	662
Community Services Block Grant Reduction	(.1)	(444)		(444)
Services to Crime Victims Reduction	(.5)	(2,441)		(2,441)
Response to Crime Victims Reduction		(311)	194	(117)
Community Volunteer Support (CASA)		(68)		(68)
Eliminate Tourism Development	(5.6)	(4,066)	(9,004)	(13,070)
Washington Technology Center Reduction		(300)		(300)
Substance Abuse Response Reduction	(.1)	(225)		(225)
Growth Management Reduction		(1,236)		(1,236)
Affordable Housing Reduction	(.3)	(86)		(86)
Business Development Reduction		(646)		(646)
Family Asset Building Reduction		(826)		(826)
Washington Economic Development Commission		(113)		(113)
Entrepreneurial Stars Reduction		(439)		(439)
Criminal Justice Investments Reduction	(.1)	(295)		(295)
Eliminate New Americans Program		(562)		(562)
State Art Program to Commerce #	7.0	500	2,056	2,556
Broadband Mapping and Planning #	3.8	228	4,324	4,552
Suspend Plan 1 Uniform COLA #		(432)	(362)	(794)
State Data Center Rate Increase		129	66	195
Subtotal	3.7	(12,240)	(11,661)	(23,901)
Total Proposed Budget	248.2	71,050	360,137	431,187
Difference	(20.6)	(19,097)	(128,015)	(147,112)
Percent Change from Current Biennium	(7.7)%	(21.2)%	(26.2)%	(25.4)%
Total Proposed Budget by Activity				
Community Services Block Grant	6.8	3,258	14,142	17,400
Inactive - Developmental Disabilities Council				
Inactive - Developmental Disabilities Endowment Fund				
Services to Crime Victims	10.8	18,786	16,586	35,372
Inactive - Emergency Food Assistance Program				

GOVERNMENTAL OPERATIONS

	Annual FTEs	General Fund State	Other Funds	Total Funds
Strengthening Criminal Justice Response to Victims of Crime	3.3	2,515	6,045	8,560
Long-Term Care Ombudsman Program	.6	1,580		1,580
Low-Income Home Energy Assistance Program	5.3		80,544	80,544
Inactive - Crime Victims Advocacy and Policy				
Volunteers Supporting Community Capacity	.2	1,531		1,531
Agency Administration	63.3	6,147	8,529	14,676
Community Economic Revitalization Board and Program	3.1		628	628
Tourism Development	(.1)	(393)	91	(302)
Washington Technology Center		4,457		4,457
State Energy Policy	4.7	1,197	2,582	3,779
Lead-Based Paint Hazard Mitigation	3.9		1,552	1,552
Improve and Preserve the Affordability of Housing	14.7		33,456	33,456
Mobile Home Relocation Assistance	1.2		547	547
Bond Cap Allocation Program for Tax Exempt Financing Authorization	1.3		261	261
Community Development Block Grant (CDBG)	8.9	571	33,094	33,665
Community Mobilization Against Substance Abuse and Violence	1.8	1,820	3,584	5,404
Drinking Water System Grants and Loans	2.4		619	619
Growth Management	12.1	3,888	586	4,474
Local Government Fiscal Notes	2.6		493	493
Public Works Infrastructure Grants and Loans	8.7		2,191	2,191
Inactive - Small Communities Initiative				
Inactive - State Building Code Council				
Farm Worker Housing			845	845
Inactive - Energy Siting and Monitoring				
Homeless Housing and Assistance	16.5		46,884	46,884
Affordable Housing Development	29.1	510	42,553	43,063
Business Development	23.9	14,714	5,278	19,992
Inactive - Community Projects			(350)	(350)
Asset Building for Working Families		50	72	122
Global Trade and Investment Services	10.7	3,961	235	4,196
Inactive - Statewide Dispute Resolution Centers				
Washington Economic Development Commission	2.0	641		641
Innovative Research Teams (Entrepreneurial Stars)		3,379		3,379
Criminal Justice Investments	6.7	2,197	10,018	12,215
Inactive - Investing in Local Public Safety Solutions				
New Americans		(266)		(266)
American Recovery Act Funding			21,757	21,757
HERA - Neighborhood Stabilization Program Housing and Economic Revitalization Act	2.3		19,344	19,344
Economic Development - Business Loans	1.9	507	1,884	2,391
Municipal Research and Services Center (MRSC)			6,087	6,087
Total Proposed Budget	248.2	71,050	360,137	431,187

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Local Fiscal Note Revenue Source

Local government fiscal note activities will no longer receive General Fund-State funding. This activity will be funded from the County Research Services Account and the City and Town Research Services Account.

Commerce currently expends \$493,000 and up to 3.2 FTEs on preparing local fiscal notes. (General Fund-State, County Research Services Account-State, City and Town Research Services Account-State)

Eliminate Legislative Liaison

This reduction eliminates the Legislative Liaison position. The liaison's duties will need to be absorbed by the Deputy Director and program staff.

Reduce Housing Assistance Programs

Spending for homeless and transitional housing programs is reduced (Home Security Fund Account-State).

Municipal Research and Services Center

The Municipal Research and Services Center of Washington (MRSC), a nonprofit organization, has provided municipal research and services to cities, towns, and counties since 1969. These consolidated services provide expertise needed by local governments and are especially crucial to smaller jurisdictions. An increase of MRSC's contract budget is necessary to maintain the current level of service. MRSC is funded through a small portion of the cities' distributions of state liquor profits and the counties' distribution of the liquor excise tax. (County Research Services Account-State, City and Town Research Services-State)

Community Services Block Grant Reduction

The Community Services Block Grant, including the actual block grant and administrative expenses, is reduced. State funding reductions will result in more reliance on federal administrative funds, and reduced support for the Washington State Community Action Partnership. The Evergreen Jobs Initiative program is also reduced, resulting in less technical assistance to stakeholders and contractors.

Services to Crime Victims Reduction

Four crime victims programs are reduced, including Advocacy and Policy, Domestic Violence Legal Advocacy, Sexual Assault, and Crime Victim Service Centers. This reduction will result in fewer crime victims receiving crisis intervention, legal advocacy, and referral services.

Response to Crime Victims Reduction

The Victim Witness Program is reduced by \$194,000. This reduction will be offset by Auto Theft Prevention funds for victim assistance. (General Fund-State, Washington Auto Theft Prevention Authority Account-State)

Community Volunteer Support (CASA)

Statewide coordination of the Court Appointed Special Advocate/Guardian Ad Litem Program (CASA/GAL) is reduced. Funding for volunteer recruitment, retention, and training activities is reduced by 10 percent. Other programs that use CASA/GAL will be affected, including the Retired and Senior Volunteer Program and the Dispute Resolution Program.

GOVERNMENTAL OPERATIONS

Eliminate Tourism Development

All General Fund-State funding for the State's Tourism Development program is eliminated at the end of Fiscal Year 2011. Due to 2010 structural changes, the Washington State Convention and Trade Center is no longer a state agency. Washington State Convention and Trade Center funding comprised two-thirds of the Washington State Tourism Office funding. Sole reliance on General Fund-State funding for the program is not effective or sustainable. The Department of Commerce is actively working with stakeholders to form a new, more stable tourism development and finance model. (General Fund-State, General Fund-Private/Local, Tourism Development and Promotion Account-State, Tourism Enterprise Account-Nonappropriated)

Washington Technology Center Reduction

This reduction reduces collaborative efforts between the Washington Technology Center, universities, private industry, and the government. It also reduces grants and client services.

Substance Abuse Response Reduction

This reduction to the Community Mobilization program eliminates the Healthy Youth Survey and results in fewer client services.

Growth Management Reduction

Growth Management Act (GMA) funding ends for the Marine Container Ports and Walla Walla Community College Water Center at the end of Fiscal Year 2011. Additional reductions are made to available GMA grant funding in the 2011-13 biennium.

Affordable Housing Reduction

Funding reductions for the administration of the Affordable Housing program reduces staff availability and technical assistance to stakeholders and contractors.

Business Development Reduction

Associate Development Organization grants are reduced by 6.3 percent, resulting in less funding available to other business assistance entities.

Family Asset Building Reduction

Funding for the Family Asset Building program is substantially reduced. Of existing programs, only the Earned Income Tax Credit (EITC) assistance program will remain. Department of Commerce shall move EITC activities into the Community Services Block Grant Program.

Washington Economic Development Commission

The Washington Economic Development Commission is reduced by \$113,000. This reduction will result in less outreach and support of local economic development strategies.

Entrepreneurial Stars Reduction

This reduction reduces current efforts by 11.5 percent and results in less funding available for recruitment and entrepreneurs-in-residence activity.

Criminal Justice Investments Reduction

This reduces grants and client services for the State Drug Task Force, which is initiated to disrupt and dismantle drug trafficking.

Eliminate New Americans Program

The New Americans Program is eliminated. Ending the program will reduce naturalization assistance for legal permanent residents eligible to become United States citizens. This reduction diminishes access to services such as counseling, outreach to immigrant communities and citizenship preparation services.

State Art Program to Commerce #

Staff and resources are transferred from the Arts Commission to the Department of Commerce's Community and Local Programs. Activities will include core arts functions, such as conservation of the state art collection, coordination of statewide arts programming, promotion of arts education, and arts grants. Three FTE staff are funded through interagency reimbursement.

Broadband Mapping and Planning #

Broadband Mapping/Planning and the Community Technology Opportunity Program (CTOP) are moved from the Department of Information Services to the Department of Commerce. Federal grants and state match will support the transition to a digitally-based economy. Efforts include: identifying opportunities and issues in the broadband arena; monitoring, tracking and encouraging broadband deployment; and creating programs that promote access and adoption of broadband services around the state.

ACTIVITY DESCRIPTIONS

Community Services Block Grant

The Community Services Block Grant (CSBG) is authorized by the federal Omnibus Reconciliation Act of 1981 (PL 97-35, as amended) for the benefit of people with incomes at or below 125 percent of the poverty line. CSBG allows communities to develop and provide anti-poverty services and community development activities that best meet their local needs. Funds can be used for direct services such as employment readiness and training, emergency services, and housing; to raise other funds; and to support certain capital investments. Commerce's monitoring staff contracts with 30 community action agencies and provides ongoing training and technical assistance, board training and development, strategic planning, and problem solving.

Inactive - Developmental Disabilities Council

Conduct advocacy, systemic change and capacity building activities that lead to a comprehensive system of supports and services for people with developmental disabilities and their families that contribute to independence, inclusion and integration into all aspects of community life.

Inactive - Developmental Disabilities Endowment Fund

Enroll new accounts and provide matching funds and earnings that build assets for the beneficiary with developmental disabilities.

Services to Crime Victims

National data from the Department of Justice crime victimization survey indicates 4.6 million incidents in Washington in 2008, each resulting in at least one victim. The Office of Crime Victims Advocacy (OCVA) ensures that every county in Washington can provide services to help victims recover and return to normal life. Victim services include information and referral, crisis intervention, legal advocacy, medical advocacy, general advocacy and support, support groups, and therapy. OCVA provides funding to Community Sexual Assault programs and other community agencies so victims can access local services and resources during their recovery.

GOVERNMENTAL OPERATIONS

Inactive - Emergency Food Assistance Program

Authorized by RCW 43.330.130, the Emergency Food Assistance Program (EFAP) combats hunger and improves health among low-income individuals and families by supporting nutritious food distribution, food banks, and tribal food voucher programs. This helps improve school performance and reduces illness, which results in fewer days missed at work or school and fewer visits to the doctor. CTED contracts with 33 tribes and 28 local community agencies, which subcontract with 320 nonprofit food bank organizations statewide. EFAP funds may be used to purchase and distribute food, to cover the cost of the food vouchers clients take to local grocery stores, and for administrative and operating expenses. CTED staff develop and issue EFAP contracts, provide contract oversight, monitor program compliance, offer technical assistance and training to meet requirements and improve performance, reimburse monthly expenditure vouchers, and oversee two advisory committees. EFAP will develop and implement the farmers to food banks pilot program. The pilot sites will work with local farmers to provide fruits, vegetables, dairy, and meat products for distribution to low-income people at designated food banks. The sites include one in an urban area with over 500,000 residents, at least one east of the crest of the Cascades, and at least one in a rural county as defined in RCW 34.43.160.020.

Strengthening Criminal Justice Response to Victims of Crime

Victims look to the criminal justice system to provide offender accountability and a sense of justice. The criminal justice system depends on the cooperation of crime victims for reporting, investigation, and sometimes prosecution and corrections. This interdependence has been recognized by both state and federal legislation and funding, resulting in specific programs within the Office of Crime Victims Advocacy. These programs improve coordination and response to victims as they interact with law enforcement, prosecution, courts, and crime victim services. This activity also funds services that support victim safety and support victim participation in the criminal justice system.

Long-Term Care Ombudsman Program

States are required by the federal Older Americans Act to have a Long-Term Care Ombudsman Program. Commerce administers our state's program under Chapter 43.190 RCW using multiple funding sources, including an interagency agreement with the Department of Social and Health Services (DSHS) for Older Americans Act (Titles III-B and VII) funds, State General Fund, Medicaid (Title XIX) match, and some local dollars. The Long-Term Care Ombudsman Program ensures the safety and quality of care of long-term care facility residents by intervening when complaints and situations of possible abuse, neglect, or exploitation arise. Over 400 volunteer ombudsmen are trained, certified, and assigned to nursing homes, boarding homes, and adult family homes. Commerce contracts with a nonprofit organization to run the program, which subcontracts with 14 regional programs and two legal services contractors. Commerce's staff negotiates funding with DSHS; develops the statewide Long-Term Care Ombudsman contract, monitors expenditures and performance; provides technical assistance; and approves plans and policies.

Low-Income Home Energy Assistance Program

The Low-Income Home Energy Assistance Program (LIHEAP) is a federal block grant program authorized by the Low-Income Home Energy Assistance Act of 1981 (Title XXVI of PL 97-35, as amended). LIHEAP helps households with incomes below 125 percent of the federal poverty level meet the cost home heating and avoid utility shut-off and use of unsafe heating alternatives. Commerce contracts with 26 community-based organizations and units of local government to provide funds directly to utility companies on behalf of eligible households. Contractors also provide energy education, furnace repair/replacement, and referrals for other services. Commerce is required to create a LIHEAP State Plan with participation from nonprofit organizations, low-income representatives, utility companies, and other community members. The agency administers contracts, monitors compliance, reimburses expenditures, provides technical assistance, establishes policies and procedures, operates a secure website for on-line data entry and reporting, and evaluates contractor performance.

Inactive - Crime Victims Advocacy and Policy

Authorized under RCW 43.280, CTED's Office of Crime Victims Advocacy (OCVA) provides input to state and local agencies regarding the impact of their policies and procedures on victims of crime. OCVA helps communities develop programs to assist victims by providing funding, training, and consultation to local agencies and organizations. OCVA also provides direct services to victims who believe their statutory or constitutional rights have not been upheld, including referrals and linkages for victims of crime to their local community resources.

Volunteers Supporting Community Capacity

This activity supports organizations that recruit, train, and maintain volunteers who provide services to low-income communities, children, and victims of crime. Volunteers allow those organizations to expand their capacity to reach more vulnerable citizens and improve individual and community well being. State and federal law requires that minors who are involved in juvenile or family court have a court appointed special advocate (CASA) or guardian ad-litem appointed by the court. Programs that recruit, train, and supervise the volunteers are linked through a statewide association, The Washington State CASA. The role of the advocate or guardian is to represent and advocate for the child's best interests in court. Dispute resolution programs train volunteer mediators so that all citizens have access to a low-cost alternative to litigation. Dispute resolution centers are private, nonprofit, or public agencies authorized by local legislative authority under RCW 7.75. Centers are mandated to provide services independent of the clients' ability to pay. Centers also provide training and education related to mediation, communication, conflict resolution, and negotiation. RSVP (Retired and Senior Volunteer Program) uses the talents and experience of volunteers over age 55 to help with diverse community needs. Local RSVP coordinators recruit, screen, and work with city, county, and nonprofit programs throughout the state to place volunteers where needed. State funds count toward the 30 percent match required to receive federal RSVP support.

Agency Administration

Agency Administration represents less than 2 percent of Commerce's total operating and capital budgets, and includes the services and costs which provide effective direction, management, and support of the agency. The Director's Office is responsible for the overall management and leadership of Commerce, including strategic policy development and research, communications, and government relations. Administrative Services provides information technology, human resources, facility management, purchasing/inventory, mail processing services, budgeting, accounting, contracting, and audit review services. Commerce's Agency Administration costs are supported by all programs and fund sources, through a combination of direct appropriation and indirect assessments. The agency negotiates an annual indirect cost rate with the cognizant federal agency.

Community Economic Revitalization Board and Program

The Community Economic Revitalization Board (CERB) is mandated (RCW 43.160) to make strategic investments in publicly owned economic development infrastructure projects that serve as catalysts for targeted sector business growth and job creation. CERB consists of 12 governor appointed members, four legislative members, and four agency representatives as ex officio members. CERB makes low-interest loans (and grants in unique circumstances) available to local governments (including, but not limited to, cities and port districts) and federally recognized tribes. CERB investments must generate either significant job creation or significant private investment. The public facilities that can be funded through a CERB investment include traditional infrastructure such as roads, water, and sewer, but also more specialized infrastructure such as port facilities, buildings, and telecommunications. CERB is also responsible for administering the Job Development Fund Program and monitoring the Local Infrastructure Financing Tool Program.

GOVERNMENTAL OPERATIONS

Tourism Development

The Washington State Tourism Office (WST) convenes, leads, and staffs the Tourism Commission in order to provide strategic and tactical leadership for statewide tourism development in Washington. WST develops and champions the brand "Washington State", develops, enhances, and maintains a tourism website to promote Washington State as a place to visit; serves as statewide tourism representative to develop and strengthen business relationships with domestic and international tour operators and media; creates, develops, and distributes a statewide travel planner; creates, develops, and executes statewide promotions; and creates and promotes new innovative tourism packages for the state.

Washington Technology Center

The Department of Commerce contracts with the Washington Technology Center (WTC) to support the work of the center. WTC facilitates partnerships between universities, private industry, and government which stimulate the economy with revenue generation, new companies, and job creation. The partnerships develop and transfer innovative technology to meet company needs in targeted industry sectors.

State Energy Policy

The Energy Office (ED) provides energy policy support, analysis, and information for the Governor, Legislature, Commerce, and other energy decision makers (Chapters 43.21F and 19.29A RCW). ED analyzes key energy issues including natural gas, alternative fuels, energy efficiency, renewable energy development, greenhouse gas emissions, and energy supply and price. ED also provides technical and policy support to Washington members of the NW Power and Conservation Council, other state agencies, and state congressional officials on federal and regional energy policies and legislation. Working with an advisory committee, stakeholders, and the public, ED develops and implements the State Energy Strategy. It also produces energy use, electricity, and other reports, and represents the state's policy interests in regional and national organizations. The Energy Office ensures statewide energy security and preparedness by protecting the state's energy infrastructure (especially electricity, petroleum, and natural gas). During energy supply or other energy emergencies, it provides assistance to the state emergency operations center, Governor's office, energy companies, utilities, local governments, and others. As needed, it implements emergency actions set forth in RCW 43.21G.

Lead-Based Paint Hazard Mitigation

The Lead-Based Paint Program provides services to ensure work performed in homes and buildings with young children will be done in a safe and healthy manner. The program is responsible for processing certification and accreditation applications, tracking licensees, reviewing training and program effectiveness, providing technical assistance, investigating potential violators, enforcing rules, conducting outreach, maintaining the lead-safe housing registry for low-income housing, and reporting to federal, state, and interested parties.

Improve and Preserve the Affordability of Housing

These programs improve and preserve affordability of housing through energy conservation investments (such as insulating attics, walls, and floors; air sealing the home diagnostically; modifying or replacing inefficient furnaces), health and safety actions (including indoor air quality, mold and lead paint hazard remediation), and other cost-effective and necessary repairs and retrofits (such as roof repair or replacement, plumbing and electrical fixes, ramp replacement). Program resources include federal Department of Energy, federal Low Income Housing Energy Assistance Program, federal Bonneville Power Administration, and state capital funds. Private and other non-state resources are leveraged through utility companies, rental housing owners, federal and state resources, and private grants. Commerce provides technical assistance to local, public, and private nonprofit agencies that deliver these services and coordinates program and technical training scheduling to maintain a qualified workforce.

Mobile Home Relocation Assistance

The Mobile Home Relocation Assistance Program provides the only financial assistance available to homeowners forced to move their homes as a result of mobile home park closures. Reimbursement of actual, documented expenses, up to the published maximums, is paid directly to eligible homeowners.

Bond Cap Allocation Program for Tax Exempt Financing Authorization

The Bond Cap Allocation Program provides authorization for tax-exempt financing through private activity bond sales for environmental protection, low- to middle-income housing, student loans, industrial development, job creation, and infrastructure facilities. The bond cap is the maximum level of tax-exempt Private Activity Bonds that can be issued in the state in a given year. Under federal tax law, the 2010 cap for Washington state was equal to \$90 per capita (based on resident population) or \$599,777,550. This ceiling is adjusted annually in response to changes in the state's population and the IRS's cost-of-living index. The Bond Users Clearinghouse program is mandated by RCW 39.44.210 to report on the municipal debt issued by jurisdictions throughout the state. The program produces the annual General Obligation (GO) report, the bi-monthly Public Debt update, and the annual Public Debt report.

Community Development Block Grant (CDBG)

The Community Development Block Grant (CDBG) program administers federal funds for community facilities, water and wastewater projects, housing rehabilitation grants, economic development grants and loan programs, and community planning to counties with populations under 200,000 and cities under 50,000.

Community Mobilization Against Substance Abuse and Violence

This activity provides grants to communities to develop and implement comprehensive strategies to reduce and prevent alcohol, tobacco, drug abuse, and violence. Community Mobilization is an evidence-based best practice model that funds programs like the nationally recognized Communities That Care model. According to the Washington State Institute for Public Policy, community mobilization programs demonstrate cost-benefit savings through life skills training, school-based interventions to prevent and reduce drug use, and family-based programs that reduce behavior problems and substance abuse. Communities determine which programs would be most helpful in addressing their specific violence and substance abuse challenges. Commerce also oversees federal Methamphetamine Initiative funding through Community Mobilization contractors.

Drinking Water System Grants and Loans

The Public Works Board, in collaboration with the Department of Health, invests in public and private water systems to meet new and changing standards established by the Federal Safe Drinking Water Act. The Drinking Water State Revolving Fund program provides low-interest loans for capital improvements and assistance in contract management to water systems. The Board staff reviews applications from non-municipal water systems to determine financial capacity to repay the loan, manages the contracts as the project is being constructed and processes loan payments. In addition, the Water System Acquisition and Rehabilitation Program provides grants to public systems to acquire and rehabilitate troubled water systems. This activity also includes the Small Communities Initiative Program, which provides intense technical assistance to water and waste water systems that are under state order to upgrade their systems to comply with Department of Health or Ecology standards. Chapter 79.119A RCW pertains to the state drinking water program.

Growth Management

Growth Management Services (GMS) provides technical and financial assistance on growth management issues, as required by RCW 36.70A.190, so that 320 Washington cities and counties can effectively plan for future growth and economic development. It offers grants, data, training, technical publications, direct consultation, and guidance to local governments to assist in Growth Management Act (GMA) planning. GMS assistance helps reduce litigation over GMA compliance issues, avoiding costs to state and local governments. Staff also extensively supports other state priorities that depend on local land use planning, such as the Puget Sound Action Agenda, greenhouse gas emissions reductions, energy planning, infrastructure funding, and affordable housing.

GOVERNMENTAL OPERATIONS

Local Government Fiscal Notes

The Local Government Fiscal Note Program produces objective analysis of the financial impacts of proposed state legislation on counties, cities, and all special purpose districts except for schools and courts. This program produces the largest number of fiscal notes of any state agency, 14 percent of total notes during the last decade. Local government fiscal notes cover a broad range of issues, such as taxes, criminal justice, natural resources, economic development, social services, energy, land use, and government operations. This program has been in operation for 32 years and is mandated by statute (Chapter 42.132 RCW).

Public Works Infrastructure Grants and Loans

The Public Works Trust Fund finances the repair and expansion of infrastructure systems for local governments. Community service representatives from the Public Works Board staff provide technical assistance (RCW 43.155.020) by helping local governments apply and qualify for loans and financing guarantees from the Board, and helping local governments to improve their ability to plan for, finance, acquire, construct, repair, replace, rehabilitate, and maintain public facilities. In addition, Public Works Board staff manages the contracts as the project is being constructed, including loan fund distribution, and process loan payments.

Inactive - Small Communities Initiative

The Small Communities Initiative program provides intensive technical assistance to rural communities facing the Departments of Health (DOH) and/or Ecology (DOE) regulatory compliance issues. The technical assistance provided to the DOH and DOE selected communities assists in improving the quality of life of residents by determining the best methods of improving basic water and waste water systems and identifying funding sources to finance the required improvements.

Inactive - State Building Code Council

The State Building Code Council was created in 1974 by the enhancement of the State Building Code Act (RCW 19.27) to advise the Legislature on building code-related issues, and was given rule-making authority in 1985 to adopt updated editions of the building codes. The council is composed of 15 governor-appointed members to represent all aspects of building design, engineering, and construction, as well as local government interests and the general public. The council also has four legislative ex-officio members and one state agency ex-officio member representing the Department of Labor and Industries. The State Building Code Council, supported by staff, reviews and approves/disapproves statewide amendments to the state building codes. The council staff provides support to the council and technical advisory groups; provides technical assistance to the construction industry and the public; and conducts studies on building and fire codes as required by the Legislature. The council appoints advisory groups representing industry and government organizations affected by special topics to review national model codes and propose state and national amendments to enhance consistency between states.

Farm Worker Housing

Farm Worker services include the development and preservation of permanent housing for farm workers who remain in the area year-round, seasonal housing for migrant workers, and emergency assistance to migrant farm workers who are homeless or living in unsafe conditions. Collaborating state agencies, housing developers, and local communities is critical to support the agriculture sector in Washington by meeting the need for affordable farm worker housing.

Inactive - Energy Siting and Monitoring

As required by RCW 80.50, the Energy Facility Site Evaluation Council (EFSEC) provides a one-stop siting process for major thermal energy facilities in the state, as well as alternative energy facilities that wish to opt-in to the EFSEC process. EFSEC conducts rigorous application and environmental reviews that include adjudicative proceedings and public hearings to determine if a proposed energy facility will meet federal, state, and local standards, and will propose mitigation for significant environmental and socioeconomic impacts. If the Governor approves an energy facility, a single state permit is issued in lieu of all other state and local permits. Once a facility is sited, EFSEC is required to monitor construction and operation of the facility for compliance with the permit conditions such as air and water discharges, noise, and traffic, and to ensure that the required environmental and socioeconomic mitigation is achieved. Applicants and site permit holders are required to pay EFSEC costs associated in its siting process and permit compliance monitoring.

Homeless Housing and Assistance

Through a range of housing services including short-term rent assistance to prevent evictions; emergency shelter; short-term rent assistance to move homeless and special needs people into housing; and longer term transitional housing (up to two years), this activity reduces homelessness and related social and economic costs, and helps people achieve their maximum level of employment and self sufficiency. Local nonprofit organizations carry out this activity with funds from Commerce distributed through formula and competitive grants.

Program resources include the state's Emergency Shelter and Homeless Prevention, Overnight Youth Shelter, Homeless Families with Children and Transitional Housing Operating and Rent Assistance programs, Homeless Grant Assistance program, Washington Families Fund, and Independent Youth Housing Program. Federal resources include the Emergency Shelter Grant and Supportive Housing programs. Operating assistance to housing projects is available from the state Housing Assistance Program for the Mentally Ill and federal Housing Opportunities for Persons with AIDS.

Affordable Housing Development

The availability of affordable housing options is essential to the health and well-being of people and communities. Housing Trust Fund units only serve people with incomes at 80 percent or below area median income. This activity funds construction, acquisition, and rehabilitation of multi-family and single-family housing projects; housing needs studies; housing project compliance verification; housing project asset management, and technical assistance to housing developers and housing managers. Resources include federal HOME Investment Partnership, operating Housing Trust Account, and capital Housing Trust Fund.

The Housing Trust Fund attracts four dollars for every one dollar the state invests in affordable housing, resulting in a \$3 billion dollar investment in the state of Washington. Since 1989, the Housing Trust Fund has committed dollars to 1,576 projects comprised of 35,099 homes and apartments, representing a state investment of \$740 million.

For every 100 multifamily housing units built, 122 jobs are created locally during the first year (80 in construction, 42 in other support activities) and 32 jobs are supported annually each year thereafter through local economic activity according to the 2009 National Association of Homebuilders report.

GOVERNMENTAL OPERATIONS

Business Development

As the state's primary economic development agency, the Department of Commerce coordinates local economic development projects with state, federal, and private sector resources, proactively identifying and facilitating business recruitment, expansion, and retention opportunities to increase or preserve business investment. The department manages grants awarded to Associate Development Organizations (ADOs) and other economic development focused organizations and ensures grants meet legislative intent; funds, convenes, and facilitates the commercializations of technologies through Innovation Partnership Zones; develops and maintains a business website to promote Washington State as a place to do business; provides a branded platform for the state in communications, marketing, and online to consistently position Washington's innovative business environment; delivers support to ADO network through providing marketing tools, economic data, and access to capital; creates opportunities and forums for Washington companies to develop and promote their products and services; educates national site selectors on benefits of doing business in Washington; and provides marketing kits to third parties to promote Washington State.

Inactive - Community Projects

This activity administers funding for projects that address a variety of community, environmental, economic enhancement, and recreational needs identified by the Legislature.

Asset Building for Working Families

Asset building means improving financial education, planning, and outcomes for working families. Commerce is working with and helping fund the Washington Asset Building Coalition and local coalitions to promote savings and smart borrowing and spending by low and moderate income residents. One program element is Individual Development Accounts, authorized by RCW 43.31.450-485 which contracts with providers and uses account matching funds to help low income residents save and make major asset purchases like a home, higher education, and/or a small business. Additionally, Commerce promotes the Earned Income Tax Credit (EITC) and use of volunteer tax preparation services to increase EITC filing.

Global Trade and Investment Services

Global Trade and Investment Services (GTIS) prepares companies to begin or expand exports; facilitates business introductions; identify international business opportunities for Washington exporters; staff high level trade missions to identify key business opportunities for the state; actively pursue strategic foreign direct investment projects; reports results against the statewide export initiative targets. Also, GTIS provides "new-to-export" training; assistance and support to Washington businesses to optimize their global supply chains; and a branded marketing platform for the state in print and online to consistently position Washington's innovative business environment globally.

Inactive - Statewide Dispute Resolution Centers

This activity provides funding to create and build capacity of alternative dispute resolution programs statewide to ensure that all citizens have access to a low-cost resolution process as an alternative to litigation.

Washington Economic Development Commission

The economic development commission is charged with developing and maintaining a comprehensive economic development strategy and plan for the state, including workforce training, infrastructure development, small business assistance, technology transfer, and export assistance. The Commission met its first major milestone and presented a plan, with findings and recommendations in three areas that will drive economic vitality - talent, investments and entrepreneurship, and infrastructure. It is the intent of the Legislature to update biannually the state's economic development strategy and performance measures and provide advice and oversight of the Department of Commerce, provide planning, coordination, evaluation, monitoring, and policy analysis and development for the state economic development strategy as a whole and on-going advice to the governor and Legislature. The Commission's mandate also includes inventorying all state economic development programs, examining consistency of state programs to the Commission's economic development plan, considering the most appropriate regional and administrative structures for the provision of economic development, ensuring that the state's economic development efforts are organized around a clear central mission and aligning the state's comprehensive plan with other agencies. The Commission, working through its Innovation Advisory Committee, oversees the strategy, criteria, and performance evaluation of the Innovation Research Teams (STARS), Entrepreneur in Residence program, and Innovation Partnerships Zones.

Innovative Research Teams (Entrepreneurial Stars)

With emphasis on accelerated commercialization of public-owned research in Washington, the Commission works in conjunction with the Higher Education Coordinating Board, statewide research institutions, and the private sector to recruit and retain high potential research teams (entrepreneurial stars) to lay the technological foundation of future industry clusters in Washington. Entrepreneurial stars accelerate technical development in areas with high economic development potential. The Innovative Research Team and Entrepreneurs-in-Residence (EIR) programs located in research institutions (Stars Program) work with innovation partnership zones (IPZ), public and private sectors across the state to support, enhance, or develop innovation research teams. The target outcome is to strengthen private investment, job creation, innovation, research, and commercialization capacity in areas identified as useful to strategic energy clusters. The Innovation Advisory Committee provides strategic guidance, selection criteria, and performance measures for the STARS, EIR, and IPZ programs.

Criminal Justice Investments

This activity provides federal funds for local crime prevention, crime investigation, and the prosecution of crime. These programs increase communication and cooperation between governments, businesses, and community organizations in order to increase public safety. Justice Assistance Grant Program funds multi-jurisdictional drug task forces, drug courts, youth violence prevention, crime victim advocacy, criminal records improvements, and tribal law enforcement coordination. The Financial Fraud and Identity Theft Pilot Program provides funds to King, Pierce, and Spokane counties for task forces, prosecutors, law enforcement, and other support to reduce financial fraud and identity crimes. The program's funds are matched dollar-for-dollar by private sector sources.

Inactive - Investing in Local Public Safety Solutions

This activity enhances public safety and economic security in Washington through targeted investments to address specific public safety challenges. Drug Prosecution Assistance Grants fund special prosecutors in six counties to prosecute high level drug traffickers. Every county has access to the special prosecutors for technical and trial assistance. The Children and Families of Incarcerated Parents Program ensures interagency planning to improve services for the children and families of incarcerated parents in Washington. The Financial Fraud and Identity Theft Pilot Program provides funds to King, Pierce, and Spokane counties for task forces, prosecutors, law enforcement, and other support to reduce financial fraud and identity crimes. The program's funds are matched dollar-for-dollar by private sector sources.

GOVERNMENTAL OPERATIONS

New Americans

The New Americans Program was created in 2008, consistent with the Governor's Executive Order 08-01 that affirmed the value new americans bring to the workforce and state economy. The program provides naturalization assistance for the many legal permanent residents who come to Washington to work in high demand occupations in science and technology. This program funds U.S. citizenship preparation so that the State of Washington can retain high demand workers. The program requires that participants are not receiving public assistance and meet all other U.S. citizenship requirements. This contract requires a 25 percent match of non-state funds,

American Recovery Act Funding

Commerce administers federal programs funded under the American Recovery and Reinvestment Act. The purpose of these funds is to create and retain jobs, continue vital services at risk due to the economy's downgraded fiscal condition, and position the state's communities and workforce for economic recovery.

HERA - Neighborhood Stabilization Program Housing and Economic Revitalization Act

Commerce receives federal funding to assist communities with foreclosed and vacant properties. Funds are used to purchase and rehabilitate foreclosed and abandoned homes, provide assistance for homeownership, demolish blight, and create or enhance land trusts.

Economic Development - Business Loans

This activity allows the state to provide direct financing to private businesses without violating the constitutional prohibition of lending the state's credit. Federally funded programs in this activity (Rural Washington Loan Fund, Brownfields Loan Fund, Coastal Loan Fund) assist businesses in rural communities each year with loans of up to \$1 million. The loans leverage substantial local resources from governments, banks, and the businesses receiving the loans. As a result of these investments, businesses are retained, able to expand, and/or move to Washington State. This activity also provides loans from the state-funded Manufacturing Innovation and Modernization and Hanford Economic Investment programs.

Municipal Research and Services Center (MRSC)

The Municipal Research and Services Center of Washington (MRSC) is a private nonprofit agency that provides local government officials with research, information, and advice under a personal services contract with Commerce pursuant to RCW 43.110. MRSC responds to requests for information on municipal law, finance, growth management, public works, management, and operations from Washington's 281 cities and 39 counties. The MRSC's library holds the state's largest collection of municipal reference materials, with over 12,000 volumes. MRSC also publishes many research articles and operates a web site that receives over 3 million visits per year. These consolidated services reduce the need for local staff and are especially crucial to smaller units of local government. The MRSC is principally funded through a small portion of the cities' distributions of the state liquor profits and the counties' distribution of the liquor excise tax.

Agency 104

Economic and Revenue Forecast Council**Recommendation Summary**

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	5.1	1,483		1,483
Total Maintenance Level	5.1	1,548		1,548
Difference		65		65
Percent Change from Current Biennium	0.0%	4.4%		4.4%
Performance Changes				
Independent Lottery Forecast #			50	50
Administrative Reductions		(108)		(108)
Suspend Plan 1 Uniform COLA #		(19)		(19)
State Data Center Rate Increase		5		5
Consolidate Forecast Councils #	(5.1)	(1,426)	(50)	(1,476)
Subtotal	(5.1)	(1,548)		(1,548)
Total Proposed Budget				
Difference	(5.1)	(1,483)		(1,483)
Percent Change from Current Biennium	(100.0)%	(100.0)%		(100.0)%

Total Proposed Budget by Activity

Revenue Forecasting

Total Proposed Budget**PERFORMANCE LEVEL CHANGE DESCRIPTIONS****Independent Lottery Forecast #**

The Economic and Revenue Forecast Council will conduct an independent Lottery forecast. (Lottery Administrative Account-State)

Administrative Reductions

The agency will reduce spending on goods and services, travel, and capital outlays.

Consolidate Forecast Councils #

It is proposed that the Caseload Forecast Council and the Economic and Revenue Forecast Council be merged into the new Office of the Forecast Councils. (General Fund-State, Lottery Administrative Account-State)

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Revenue Forecasting

The Economic and Revenue Forecast Council (ERFC) is an independent body that prepares state economic and general fund and near general fund revenue forecasts for the Governor and the Legislature. It monitors changes in the economic outlook throughout the year to anticipate shifts in revenue collections. This allows both the legislative and executive branches of state government to plan for the most likely revenue projections in preparation of the state budget.

Additionally, the agency actively disseminates information about the state economy and revenues through its outreach program which involves in person presentations by staff to both public organizations and private business associations; a user-friendly and regularly updated website; and accessibility to both print and broadcast media.

The ERFC also partners with the Office of the State Treasurer to provide information to bond rating agencies and potential investors.

GOVERNMENTAL OPERATIONS

Agency 105

Office of Financial Management

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	305.2	41,634	100,142	141,776
Total Maintenance Level	302.9	41,886	103,450	145,336
Difference	(2.3)	252	3,308	3,560
Percent Change from Current Biennium	(0.8)%	0.6%	3.3%	2.5%
Performance Changes				
Budget Systems Support			(502)	(502)
Labor Relations Rate Reduction	2.0		(496)	(496)
Risk Management Rate Reduction	(1.0)		(544)	(544)
Transfer K-20 Network #	.3		24,769	24,769
Transform Financial Processes #	24.4		18,562	18,562
Staff Reductions	(9.0)	(4,077)		(4,077)
Office of Regulatory Assistance #			212	212
Move Information Technology Policy Oversight to OFM #	17.5	1,767	5,909	7,676
Suspend Plan 1 Uniform COLA #		(598)	(467)	(1,065)
State Data Center Rate Increase		832		832
Department of Personnel Merger into Office of Financial Management #	59.6		10,682	10,682
Department of Enterprise Services-OFM #	(188.7)	(1,100)	(81,937)	(83,037)
Subtotal	(95.0)	(3,176)	(23,812)	(26,988)
Total Proposed Budget	208.0	38,710	79,638	118,348
Difference	(97.3)	(2,924)	(20,504)	(23,428)
Percent Change from Current Biennium	(31.9)%	(7.0)%	(20.5)%	(16.5)%
Total Proposed Budget by Activity				
Accounting Services for Other Agencies	(7.0)	680		680
Administrative Activity	69.2	3,621	10,682	14,303
Assessment Payments on State Lands		250		250
Budget Driver and Expenditure Forecasts, Research, and Monitoring	6.6	1,971	106	2,077
Enterprise Financial Systems Support	(6.6)	1,765	(649)	1,116
Collective Bargaining	17.0	491	4,808	5,299
Governor's Budget Development	35.5	8,145	447	8,592
Office of Regulatory Assistance	3.0	2,427	397	2,824
Personal Service and Client Service Contracts	(1.1)	89		89
Population Estimates, Forecasts, and Census Data	7.6	1,996		1,996
Risk Management		593		593
Statewide Accounting Policies and Reporting	20.0	3,123	836	3,959
Statewide Economic and Revenue Forecasts, Fiscal Planning, and Research	8.0	1,968		1,968

GOVERNMENTAL OPERATIONS

	Annual FTEs	General Fund State	Other Funds	Total Funds
Statewide Policy Development for Governor's Office	39.8	8,212	35,974	44,186
Washington Commission for National and Community Service	7.9	921	27,037	27,958
Inactive - WorkFirst Program		(264)		(264)
Management, Accountability and Performance	8.0	2,722		2,722
Total Proposed Budget	208.0	38,710	79,638	118,348

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Budget Systems Support

Funding to support the Transportation Executive Information System is reduced. (Motor Vehicle Account-State)

Labor Relations Rate Reduction

Billings to general government and higher education agencies for labor relation services will be reduced by 10 percent. The program will reduce expenditures on goods and services, contracts, and its working capital reserve. (OFM Labor Relations Service Account-Nonappropriated)

Risk Management Rate Reduction

Risk Management will reduce its rates by 10 percent. (Risk Management Administration Account-Nonappropriated)

Transfer K-20 Network

The K-20 Education Network is transferred to the Office of Financial Management. It is the nation's first high-speed, high-capacity network linking colleges, universities, school districts, and libraries statewide. The K-20 Network provides video and data services to education facilities located throughout the state. Video services are used for such purposes as distance education and teacher training. Data services are used for Internet access by faculty and students and processing of education-related applications. (Education Technology Revolving Account-Nonappropriated)

Transform Financial Processes

Funding is provided to continue the state's development of enterprise systems for administrative and business processes. The automation of timekeeping and attendance reporting will take place first, a top priority of many agencies, including the Department of Transportation which will serve as a pilot agency. Activities will also include the reengineering of financial business processes, redesign of the state's chart of accounts, and development of an implementation plan to replace the state's aging financial systems with an enterprise resource planning system. (Motor Vehicle Account-State, State Efficiency and Restructuring Account-State, Multimodal Transportation Account-State)

Staff Reductions

The Information Services Division will defer the replacement of aging information technology equipment and will reduce staff resources for internal technical assistance to budget analysts, responses to outside data inquiries, system planning, and ad hoc budget data analysis. The Accounting Division will maintain a vacancy, the Governor's Executive Policy Office will maintain two vacancies, and the Forecasting Division will eliminate one position. There will be delays in the business office in processing personnel requests, paying bills, or conducting special projects. Eight additional positions are eliminated. Due to fewer staff, the agency will eliminate office space and associated goods and services expenditures.

Office of Regulatory Assistance #

Federal expenditure authority is provided for the Office of Regulatory Assistance for a grant received from the Environmental Protection Agency to fund a National Exchange Network Map-based Search Portal and Node Crawler. (General Fund-Federal)

Move Information Technology Policy Oversight to OFM #

Management and oversight of strategic technology is reduced and transferred to the Office of Financial Management where a new Office of the Chief Information Officer will be established. The new office will be responsible for the development and implementation of state strategic information technology initiatives and oversight of information technology resources. (General Fund-State, General Fund-Federal, Data Processing Revolving Account-State)

Department of Personnel Merger into Office of Financial Management #

The Department of Personnel's human resource policymaking functions are moved to the Office of Financial Management. These functions include training curriculum development, classification and compensation determination, and metrics analysis. (Department of Personnel Service Account-State, Higher Education Personnel Services Account-State)

Department of Enterprise Services-OFM #

The agency's Information Services Division, Risk Management Division, Contracts Office, and Small Agency Client Services are moved to the new Department of Enterprise Services. (General Fund-State, Various Other Funds)

ACTIVITY DESCRIPTIONS

Accounting Services for Other Agencies

The Office of Financial Management (OFM) provides comprehensive, cost-effective accounting, budgeting, and payroll services to small agencies. Small Agency Client Services (SACS) serves as the fiscal officer, financial advisor, budget officer, and service coordinator for these agencies.

Administrative Activity

The Administrative activity represents the OFM Director's Office. This includes the director, deputy director, legislative liaison, communications director, legal counsel, and their support staff.

Assessment Payments on State Lands

OFM pays taxes and other assessments on state-owned lands in accordance with RCW 79.44.

GOVERNMENTAL OPERATIONS

Budget Driver and Expenditure Forecasts, Research, and Monitoring

The Budget Driver, Expenditure Forecasts, Research, and Monitoring activity supports fiscal planning, budget monitoring, and risk management functions of the Office of Financial Management. The staff develops and provides data and quantitative analysis for the state's health care, human services, and P-20 education programs in support of budget development. The activity also staffs OFM's responsibilities on the Caseload Forecast Council; provides OFM with the ability to monitor and identify rapid changes in spending patterns; and provides technical assistance to agencies in the development of data infrastructure and information systems to support fiscal management. Recently added functions include the Education Data Center (EDC) and the Strategic Health Planning Office (SHPO), both established in statute. The EDC is responsible for integrating data across education sectors so that student transitions and outcomes can be tracked and explained. The SHPO has focused on practice variation and other research to help identify potential areas in public and private health care where costs can be reduced and/or quality improved.

Enterprise Financial Systems Support

The Office of Financial Management's (OFM) Information Services Division (ISD) is the main supplier of financial and administrative systems to all of state government, particularly in its support role of the statewide accounting and budgeting processes for which OFM is responsible. ISD currently supports over 90 applications of various size, complexity and user base, including the state's general ledger accounting system, budget development and allotment systems, fiscal note system, travel and expense management system and enterprise reporting tools. This activity helps reduce the total cost of government by providing systems all agencies can use, reducing the need and cost for individual agency applications. System support activities include user training and help desk support. The division also provides internal technology support to OFM and the Governor's Office.

Collective Bargaining

OFM represents the Governor in collective bargaining negotiations for wages, hours, and working conditions for represented classified employees, including those in higher education. As a result of legislation passed by the 2002 Legislature, OFM negotiates all master contracts and provides guidance for all supplemental bargaining. The first contracts were submitted to the Legislature for approval with the Governor's 2005-07 budget request. (Labor Relations Service Account)

Governor's Budget Development

OFM's Budget Division assists in the development of the Governor's budget proposal to the Legislature. Primary activities include evaluating budget requests from state agencies and providing the Governor with recommendations for funding levels; preparing the Governor's budget proposal; assisting the Governor in establishing financial, budget, and program policies for the state; and monitoring agency implementation of executive and legislative budget objectives. (General Fund-State)

Office of Regulatory Assistance

The Office of Regulatory Assistance coordinates permit assistance activities with various state agencies. It oversees the customer service, permit facilitation and coordination, and other activities within the permit assistance program in the Department of Ecology. It also oversees the contract with Ecology for permit assistance activities; works with businesses and project proponents on permitting issues and helps answer questions regarding state, federal, and local agency processes; and works to streamline regulatory processes. The Office of Regulatory Assistance also works with state agencies to develop and adopt an integrated permit system that would bring together project design, environmental review, permitting, and mitigation elements into a single process.

Personal Service and Client Service Contracts

The Personal Services and Client Services Contracts section develops and maintains statewide contract policies for personal services and client services based on state regulations. Contract staff provide training and consult with agencies regarding contract and procurement issues to ensure agencies are appropriately expending contract dollars. The staff also provides review and approval of approximately 1,200 personal service contracts filed with OFM annually to oversee state agency contract practices and compliance with statutory requirements under RCW 39.29.

Population Estimates, Forecasts, and Census Data

The Population Unit produces the official, statutorily required, population figures for the state, cities, towns, and counties, including the official county population forecasts required under the Growth Management Act (GMA). The statutorily required population estimates are needed for statewide economic and revenue forecasts and fiscal planning activity, budget driver, and expenditure forecasts. The Unit is also responsible for supporting all statutes using population size as criteria for the allocation of millions of dollars to local governments. The Unit certifies all population counts associated with municipal boundary changes in Washington, acts as liaison to the federal Bureau of the Census for state and local agencies, and assists the bureau with decennial census and product distribution activities through the State Data Center program. The Unit also determines the official population counts for annexations and provides population estimates for a new program that provides tax credits to municipalities for large annexations,

Risk Management

The Risk Management program identifies, controls, and reduces the financial impact of general liability, vehicle, and property losses to the state, and develops programs to finance the state's exposure to risk. In addition, the program protects the beneficiaries and assets of local government self-insurance programs through effective regulation. Services provided include administering a self-insurance program to finance tort losses; purchasing commercial insurance on behalf of state agencies; receiving, processing, delegating, and investigating state agency tort claims and legislative relief claims; maintaining a comprehensive master database of all claims; providing training to state agencies on how to lessen risks associated with tort liabilities; and approving and regulating local government property/liability risk pools and health/welfare employee benefit programs. (Risk Management Administration Account)

Statewide Accounting Policies and Reporting

The Statewide Accounting Policies and Reporting section develops and maintains state administrative and accounting policies for payroll, travel, federal grants, accounting, and reporting. Policies incorporate federal and state regulations, as well as national accounting standards. The staff consults with and provides training to state agency personnel on the policies. The Statewide Accounting unit also monitors financial data for compliance with the policies and prepares a number of reports including the state's Comprehensive Annual Financial Report, the Audit Resolution Report, and the federally-mandated Single Audit Report. (Data Processing Revolving Account, Auditing Services Revolving Account)

Statewide Economic and Revenue Forecasts, Fiscal Planning, and Research

This activity supports statewide fiscal planning and budget and revenue monitoring functions of OFM directly related to the development of the Governor's budget and the management of biennial budgets. The staff provide analysis of the impact of major economic events, social and economic trends, and public policies on the state economy and revenues. It supports OFM's role on the Economic and Revenue Forecast Council and the Expenditure Limit Committee and staffs the Governor's Council on Economic Advisors. It also helps provide official fiscal impact statements for statewide ballot measures. The staff also prepares statewide revenue, expenditure, and expenditure limit information for the Six-Year Outlook to support the preparation of the Governor's budget and the evaluation of biennial budgets in terms of risks and sustainability. The staff also provides analysis and recommendations to the Governor for the development of revenue and tax policy, including analysis of enrolled bills and fiscal notes in the revenue/tax area.

GOVERNMENTAL OPERATIONS

Statewide Policy Development for Governor's Office

The Executive Policy Office performs policy research and analysis for the Governor, and works with agencies and OFM budget staff in the development of proposed legislation and the Governor's budget proposal.

Washington Commission for National and Community Service

The Washington Commission for National and Community Service was created in 1994 as part of the National and Community Service Trust Act of 1993 to implement AmeriCorps and support other national service initiatives throughout the state. Currently, the commission receives approximately \$14 million annually in competitive federal funds, supporting 15 programs that address major state and gubernatorial priorities. One of the largest programs, the Washington Reading Corps, places 250 members in needy elementary schools to raise reading levels of struggling readers. The commission will also have major priorities and programs as part of the national Citizen Corps that will support volunteers in homeland security activities. Commission staff support a 25-member commission appointed by the Governor that sets policy, identifies goals, and establishes priority needs that national service should address. In addition, the commission utilizes service as a strategy to help address gubernatorial priorities, ensures compliance with federal grant policies, and assesses the impact of national service investments in the state.

Inactive - WorkFirst Program

OFM provides the staff support necessary to oversee the Governor's planning and implementation of Washington State's welfare reform initiative called WorkFirst. This program helps financially struggling families find and retain meaningful jobs, and build a better life for their children.

Management, Accountability and Performance

This activity assists agencies in successfully implementing the Governor's management agenda, including Plain Talk and GMAP (Executive Orders 05-02 and 05-03) It also provides technical assistance and enterprise-wide strategic direction on performance and accountability.

GOVERNMENTAL OPERATIONS

Agency 110

Office of Administrative Hearings

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	167.1		34,028	34,028
Total Maintenance Level	169.1		36,359	36,359
Difference	2.0		2,331	2,331
Percent Change from Current Biennium	1.2%		6.9%	6.9%
Performance Changes				
Administrative Hearings Rate Decrease	(12.3)		(2,079)	(2,079)
Suspend Plan 1 Uniform COLA #			(403)	(403)
State Data Center Rate Increase			113	113
Subtotal	(12.3)		(2,369)	(2,369)
Total Proposed Budget	156.8		33,990	33,990
Difference	(10.3)		(38)	(38)
Percent Change from Current Biennium	(6.2)%		(0.1)%	(0.1)%
Total Proposed Budget by Activity				
Administrative Hearings	156.8		33,990	33,990
Total Proposed Budget	156.8		33,990	33,990

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Administrative Hearings Rate Decrease

The agency will eliminate two staff positions by utilizing the Office of Financial Management's Small Agency Client Services for accounting services and the Department of Personnel for human resource services. Also, the agency will eliminate seven Administrative Law Judge positions and three associated support staff positions. The savings will be passed on to client agencies as a central service rate reduction. (Administrative Hearings Revolving Account-State)

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Administrative Hearings

The Office of Administrative Hearings (OAH) resolves administrative disputes between members of the public and most state agencies. Issues that come before OAH include requests for unemployment insurance or public assistance benefits, child and vulnerable adult abuse concerns, child support liability, business and professional licensing (ranging from electrical contractors to nursing homes and daycare facilities), special education, whistleblower cases for local governments, and other disputes in which due process of law requires a hearing. At hearing, the participants present evidence and testimony. At the conclusion of the hearing, an administrative law judge issues a written order containing findings of fact and conclusions of law on all contested issues. The agency's services are funded by payments made by the affected client agency.

GOVERNMENTAL OPERATIONS

Agency 111

Department of Personnel

Recommendation Summary

Dollars in Thousands

	Annual FTEs General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	195.6	61,624	61,624
Total Maintenance Level	193.6	64,459	64,459
Difference	(2.0)	2,835	2,835
Percent Change from Current Biennium	(1.0)%	4.6%	4.6%
Performance Changes			
Reduce Human Resource Management System Support	(3.0)	(3,194)	(3,194)
Staff and Program Reductions	(7.0)	(2,158)	(2,158)
Self Insurance Premium		34	34
Suspend Plan 1 Uniform COLA #		(512)	(512)
State Data Center Rate Increase		610	610
Merge Department of Personnel into Office of Financial Management	(59.6)	(10,682)	(10,682)
Department of Enterprise Services-DOP	(124.0)	(48,557)	(48,557)
Subtotal	(193.6)	(64,459)	(64,459)
Total Proposed Budget			
Difference	(195.6)	(61,624)	(61,624)
Percent Change from Current Biennium	(100.0)%	(100.0)%	(100.0)%
Total Proposed Budget by Activity			
Administrative Activity	(.1)	35	35
Statewide Human Resource Foundational Structure		(35)	(35)
Recruitment and Retention	.1		
Training and Development Services	.1		
Enterprise Human Resource Management Systems	(.1)		
Performance Management Tools and Guidance			
Employee Assistance Program			
Workforce Information, Metrics, and Monitoring			
Small Agency Shared Service Center			
Total Proposed Budget			

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

GOVERNMENTAL OPERATIONS

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Reduce Human Resource Management System Support

Due to the move to the Wheeler Office Building and consolidation of duties, one desktop support position will be eliminated. An enterprise architect position and a Human Resources Management System (HRMS) time configuration specialist position will also be eliminated. Administrative expenses will be adjusted for one-time costs and anticipated rate reductions. The Department of Personnel will coordinate with the Department of Information Services as new infrastructure will be offered under shared services. (Data Processing Revolving Account-Nonappropriated).

Staff and Program Reductions

The move to the Wheeler Office Building will eliminate the need for an office support position and a facilities management position. Other staff adjustments will include elimination of a position that supports statewide recruiting efforts and a management position from the Classification and Compensation unit impacting guidance, trend analysis and compliance monitoring. A senior management position will be eliminated by merging the Human Resources office into the Performance and Planning division. In addition, a data analyst position will also be eliminated, slowing responses to data requests. (Department of Personnel Service Account-State)

Self Insurance Premium

The self insurance premium is increased based on the actuary's estimates of outstanding tort liability. (Department of Personnel Service Account-State)

Merge Department of Personnel into Office of Financial Management

The Department's statewide human resource policymaking functions are moved to the Office of Financial Management. These functions include training curriculum development, classification and compensation determination, and metrics analysis. (Department of Personnel Service Account, Higher Education Personnel Services Account-State)

Department of Enterprise Services-DOP

Human resource functions that serve agencies statewide are moved into the new Department of Enterprise Services. These functions include staff and IT support for the Human Resources Management System, the Employee Assistance Program, recruiting, small agency human resource services, and all back office functions that existed within the Department of Personnel. (Department of Personnel Service Account, Data Processing Revolving Account-Nonappropriated, Higher Education Personnel Services Account-State)

ACTIVITY DESCRIPTIONS

Administrative Activity

This activity includes Department of Personnel (DOP) internal leadership and support functions such as: strategic planning and performance monitoring; budget and fiscal; human resources; communications; facilities; contracts; records maintenance; risk management; and legislative liaison. These functions help ensure well coordinated day-to-day operations and effective service delivery, and support a high performing organization.

Statewide Human Resource Foundational Structure

DOP maintains the statewide human resource (HR) foundation, which includes the classification and compensation structures, and the personnel rules (WAC 357). This foundation provides sound, consistent standards within which state employers may make personnel decisions and policies. DOP also provides a system of checks and balances concerning the foundation through the Director's Review and Personnel Resources Board Appeals processes, which allow state employees to request independent review and ruling on personnel actions taken by their employers.

Recruitment and Retention

The Department provides expertise, training, tools, and assistance to help state agencies attract, recruit and select diverse, qualified candidates for state jobs. The Department's services include recruitment outreach and consultation, workforce diversity support, candidate search assistance, maintenance of statewide layoff lists and the general government transition pool, and job seeker support. The Department also maintains the state's single point of entry for job seekers to find state employment opportunities.

Training and Development Services

The Department is responsible for developing, providing, and monitoring training for state employees. The primary focus leadership development and state mandatory subjects. Services include classroom instruction, e-learning opportunities, and course development. Additionally, DOP maintains the statewide learning management system and training archives.

Enterprise Human Resource Management Systems

The Department maintains the enterprise Human Resource Management System (HRMS) that provides personnel administration and payroll processing functionality for state agencies. The HRMS supports critical functions like payroll, retirement, insurance, recruitment, employment referrals, and compliance with federal programs. It also provides ready access to the data needed for effective human resource management and planning. This activity also supports DOP's technology infrastructure, including four computing platforms, mainframe, local area network, client/server, and the web (intranet and internet) as well as the state's online recruitment system.

Performance Management Tools and Guidance

State law requires agencies to provide annual performance evaluations to employees and DOP to provide the forms and procedures to conduct the evaluations. DOP offers guidance, tools, forms, and procedures to help agencies to help agencies engage in effective employee performance management. DOP also provides workforce planning tools and consultation, HR research and best practices, and performance management confirmation tools and guidance.

Employee Assistance Program

Personal or work-related problems may affect job performance. The Department's Employee Assistance Program (EAP) offers employees free, confidential, and professional help. Managers and supervisors can also contact EAP for workforce and performance problems. When critical or traumatic events occur, EAP is often called upon to assist agencies and individuals.

Workforce Information, Metrics, and Monitoring

As the central HR support agency for the state, DOP's role includes providing oversight and monitoring of state human resource management practices, providing comprehensive workforce data and trends to inform decisions, and benchmarking the state's performance against public and private entities.

Small Agency Shared Service Center

The Department provides small agencies with support to provide enhanced HR shared services, including guidance, consultation, and some end-to-end services for recruitment, classification, compensation, HR policy development, the Family Medical Leave Act, the Fair Labor Standards Act, Reasonable Accommodations, safety, and risk management, and employee performance management.

GOVERNMENTAL OPERATIONS

Agency 116

State Lottery

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	144.9		773,297	773,297
Total Maintenance Level	144.9		804,426	804,426
Difference			31,129	31,129
Percent Change from Current Biennium	0.0%		4.0%	4.0%
Performance Changes				
Administrative Reductions			(303)	(303)
Suspend Plan 1 Uniform COLA #			(327)	(327)
State Data Center Rate Increase			77	77
Subtotal			(553)	(553)
Total Proposed Budget	144.9		803,873	803,873
Difference			30,576	30,576
Percent Change from Current Biennium	0.0%		4.0%	4.0%
Total Proposed Budget by Activity				
Washington's Lottery	144.9		803,873	803,873
Total Proposed Budget	144.9		803,873	803,873

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Administrative Reductions

The State Lottery Commission will achieve savings by not filling staff vacancies, reducing expenditures for training and travel, and eliminating a contract position. (Lottery Administrative Account-State)

ACTIVITY DESCRIPTIONS

Washington's Lottery

Washington's Lottery generates revenue for various education, cultural, and community beneficiaries by earning profits from the sale of creative and entertaining Lottery products. Beneficiaries of Lottery profits include; the Washington Opportunity Pathways Account, the General Fund Account, the Stadium and Exhibition Center Account (Qwest Field), the Baseball Stadium Account - King County (Safeco Field), the Economic Development Reserve Account, and the Problem Gambling Account.

Agency 117

Washington State Gambling Commission**Recommendation Summary**

Dollars in Thousands

	Annual FTEs General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	164.4	33,755	33,755
Total Maintenance Level	155.5	32,951	32,951
Difference	(8.9)	(804)	(804)
Percent Change from Current Biennium	(5.4)%	(2.4)%	(2.4)%
Performance Changes			
Suspend Plan 1 Uniform COLA #		(377)	(377)
State Data Center Rate Increase		163	163
Subtotal		(214)	(214)
Total Proposed Budget	155.5	32,737	32,737
Difference	(8.9)	(1,018)	(1,018)
Percent Change from Current Biennium	(5.4)%	(3.0)%	(3.0)%
Total Proposed Budget by Activity			
Gambling Licensing, Background and Financial Investigations	30.4	6,403	6,403
General Enforcement and Criminal Intelligence Investigation	56.8	10,953	10,953
Tribal-State Compact Negotiation, Regulation Program, and Investigations	59.5	11,261	11,261
Other Statewide Adjustments	8.9	4,120	4,120
Total Proposed Budget	155.5	32,737	32,737

ACTIVITY DESCRIPTIONS**Gambling Licensing, Background and Financial Investigations**

The Washington State Gambling Commission is statutorily charged to enforce the provisions of the Gambling Act of 1973. The commission carries out this responsibility through a system of regulation and enforcement consisting of several interrelated activities. The commission requires that individuals and businesses apply for and obtain a license before conducting authorized gambling activities. The application and approval process includes an extensive investigation of fund sources and criminal records to prevent criminal interests from gaining a foothold in Washington gambling businesses to protect the public from being victimized.

The licensing process is required by statute to generate the funds necessary to cover all costs of licensing and enforcement.

General Enforcement and Criminal Intelligence Investigation

The Washington State Gambling Commission uses a combination of undercover and overt investigations to identify and seek prosecution of illegal gambling activities, cheating, theft, and racketeering.

GOVERNMENTAL OPERATIONS

The commission uses administrative rules and regulatory enforcement to ensure gambling is legal and honest, and requires that licensees maintain records that accurately document all gambling activity. Local jurisdictions rely on the commission's regulatory authority and these records to substantiate the millions in taxes collected annually. Absent the commission's activity in this area, this burden would fall entirely to local law enforcement.

Tribal-State Compact Negotiation, Regulation Program, and Investigations

Federal law requires the state to negotiate in good faith with Indian tribes to provide these sovereign nations the opportunity to engage in casino-type gambling activities that are allowed in some form in the state of Washington. The tribes are only allowed to engage in these activities through a compact with the state that is negotiated and regulated by the commission. The Washington State Gambling Commission provides training, tests gambling equipment, and completes inspections and investigations in cooperation with the tribes to assure gambling is conducted fairly and honestly.

Other Statewide Adjustments

This item reflects proposed compensation and other adjustments that were not allocated to individual agency activities. This agency will assign these costs to the proper activities after the budget is enacted.

Agency 118

Commission on Hispanic Affairs**Recommendation Summary**

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	2.0	505		505
Total Maintenance Level	2.0	524		524
Difference		19		19
Percent Change from Current Biennium	0.0%	3.8%		3.8%
Performance Changes				
Reduce Meetings, Training, and Equipment		(52)		(52)
Suspend Plan 1 Uniform COLA #		(5)		(5)
State Data Center Rate Increase		5		5
Office of Civil Rights-Hispanic Affairs #	(2.0)	(472)		(472)
Subtotal	(2.0)	(524)		(524)
Total Proposed Budget				
Difference	(2.0)	(505)		(505)
Percent Change from Current Biennium	(100.0)%	(100.0)%		(100.0)%

Total Proposed Budget by Activity

Advocacy and Coordination of Hispanic Community Issues

Total Proposed Budget**PERFORMANCE LEVEL CHANGE DESCRIPTIONS****Reduce Meetings, Training, and Equipment**

These reductions result in less outreach to the Hispanic community due to insufficient funding to reimburse staff and commissioners for attendance at commission meetings. Funding for staff training, information technology updates, and equipment repairs or replacement is nearly eliminated. Funding to purchase supplies and printing materials is also reduced.

Office of Civil Rights-Hispanic Affairs #

Funding and staff from the Commission on Hispanic Affairs, Commission on African-American Affairs, Commission on Asian Pacific American Affairs, Office of Minority and Women's Business Enterprises, and Human Rights Commission will move to the newly created agency, the Office of Civil Rights. This will result in fiscal and operational efficiencies, viability, and new opportunities for collaboration. This partnership agency allows the state to foster opportunity, protect civil rights, and maintain a commitment to diversity.

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Advocacy and Coordination of Hispanic Community Issues

The Commission on Hispanic Affairs provides advice and information to the Governor, Legislature, and state and local agencies to promote and advocate for the rights and needs of Hispanics in Washington State. Particular emphasis is given to equal opportunity in education, housing, health, and economic development. To define the issues of importance to Hispanics, the Commission holds public meetings with the community six times each year, meets with community groups on an ad hoc basis, and develops networks with groups that serve the Hispanic population.

Agency 119

Commission on African-American Affairs**Recommendation Summary**

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	2.0	479		479
Total Maintenance Level	2.0	498		498
Difference		19		19
Percent Change from Current Biennium	0.0%	4.0%		4.0%
Performance Changes				
Reduce Travel, Supplies, Printing		(49)		(49)
Suspend Plan 1 Uniform COLA #		(5)		(5)
State Data Center Rate Increase		5		5
Office of Civil Rights-African-American Affairs #	(2.0)	(449)		(449)
Subtotal	(2.0)	(498)		(498)
Total Proposed Budget				
Difference	(2.0)	(479)		(479)
Percent Change from Current Biennium	(100.0)%	(100.0)%		(100.0)%

Total Proposed Budget by Activity

Advocacy and Coordination of Issues for African-American Community

Total Proposed Budget**PERFORMANCE LEVEL CHANGE DESCRIPTIONS****Reduce Travel, Supplies, Printing**

Discretionary funding is reduced to about 3% of the total budget. Reductions will be taken in supplies, training, printing and travel costs. This reduction will impact the agency's ability to do outreach and fulfill its mission.

Office of Civil Rights-African-American Affairs #

Funding and staff from the Commission on African-American Affairs, Commission on Hispanic Affairs, Commission on Asian Pacific American Affairs, Office of Minority and Women's Business Enterprises, and Human Rights Commission will move to the newly created agency, the Office of Civil Rights. This will result in fiscal and operational efficiencies, viability, and new opportunities for collaboration. This partnership agency allows the state to foster opportunity, protect civil rights, and maintain a commitment to diversity.

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Advocacy and Coordination of Issues for African-American Community

The African-American Affairs Commission's primary purpose is to improve public policy development for, and government services delivery to, the African-American community. The commission was created as an effort to fulfill the duty of the state to improve the status of African Americans who find themselves disadvantaged or isolated from the benefits of equal opportunity. The commission examines issues pertaining to the rights and needs of the African-American community, and makes recommendations to the Governor, Legislature, and state agencies for changes in programs and laws. The commission has conducted public information and outreach programs in support of educational achievement, as well as developed special studies and proposed legislation to address issues of concern to the African-American community.

Agency 124

Department of Retirement Systems**Recommendation Summary**

Dollars in Thousands

	Annual FTEs General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	264.1	53,116	53,116
Total Maintenance Level	247.6	53,265	53,265
Difference	(16.6)	149	149
Percent Change from Current Biennium	(6.3)%	0.3%	0.3%
Performance Changes			
Suspend Plan 1 Uniform COLA #		(590)	(590)
State Data Center Rate Increase		319	319
Subtotal		(271)	(271)
Total Proposed Budget	247.6	52,994	52,994
Difference	(16.6)	(122)	(122)
Percent Change from Current Biennium	(6.3)%	(0.2)%	(0.2)%
Total Proposed Budget by Activity			
Administration	9.1	5,155	5,155
Deferred Compensation Management for Public Employees	19.0	3,365	3,365
Member Data Services	22.6	3,895	3,895
One-Time Projects		(1)	(1)
Retirement Customer Services	115.0	18,041	18,041
Retirement Information Systems	56.4	15,849	15,849
Trust Fund Accounting	23.0	6,173	6,173
Other Statewide Adjustments	1.1	235	235
Old Age and Survivors Insurance (OASI) Program	1.5	282	282
Total Proposed Budget	247.6	52,994	52,994

ACTIVITY DESCRIPTIONS**Administration**

Agency management activities include executive leadership, budget, fiscal and legal services, and policy and planning support to the Governor on pension issues, personnel, and other administrative support services. The authority for the Department of Retirement Systems (DRS) is established by RCW 41.50.

GOVERNMENTAL OPERATIONS

Deferred Compensation Management for Public Employees

This program enables eligible public employees to defer a portion of their earnings under a series of before-tax investment plans until retirement or termination of public employment. At the end of Fiscal Year 2009, the program had \$2.2 billion in assets, serving more than 53,000 employees of state government, higher education, and political subdivisions. This activity also includes a supplemental retirement program serving more than 200 judges. Authority for the Deferred Compensation Plan is contained in RCW 41.50 and Section 457 of the Internal Revenue Code, while authority for the Judges program is contained in RCW 2.12.

Member Data Services

This activity receives and processes essential member information submitted by more than 1,300 public employers. It also contains the unit responsible for conducting field audits of and providing training to those public employers, to ensure their compliance with state laws and regulations. Authority for DRS is established in RCW 41.50.

One-Time Projects

This activity contains the one-time costs associated with legislative projects approved and funded each session, which are then removed in the carry-forward level calculation process each biennium.

Retirement Customer Services

The Department of Retirement Systems (DRS) serves over half a million active, retired, and inactive members of the Public Employees, School Employees, Teachers, Law Enforcement and Firefighters, Washington State Patrol, Public Safety Employees, and Judicial retirement systems. Services include determining eligibility for retirement, educating and counseling prospective retirees, processing disability and death adjustments, and computing retirement benefits, deductions, and benefit adjustments. Authority for administering the retirement systems is established in RCW 2.10, 2.12, 41.26, 41.32, 41.34, 41.35, 41.37, 41.40, and 43.43. DRS also must conform to legislative mandates established in RCW 28.B10, 41.44, 41.45, 41.54, and 44.44.

Retirement Information Systems

DRS receives and manages essential information and records for members and retirees. Information services support includes database management, systems development, electronic communications support, system maintenance and troubleshooting, data collection and processing, and disbursement processing. Authority for DRS is established in RCW 41.50.

Trust Fund Accounting

DRS administers retirement benefits for state and local government employees. At the end of Fiscal Year 2009, the pension trust funds contained \$50 billion in assets, contributions totaled \$2.4 billion, and disbursements exceeded \$2.8 billion to an average of over 130,000 retirees each month. This activity contains the costs associated with all phases of accounting for the pension/trust funds, including collection of contributions, withdrawals and monthly pension disbursements, and IRS reporting. Authority for DRS is established in RCW 41.50.

Other Statewide Adjustments

This item reflects proposed compensation and other adjustments that were not allocated to individual agency activities. This agency will assign these costs to the proper activities after the budget is enacted.

Old Age and Survivors Insurance (OASI) Program

This activity administers the Social Security and Medicare coverage program, also known as Old Age Survivor Insurance (OASI), for all state and local (public) government employers throughout the state of Washington, by serving as a facilitator and communication bridge between those employers and the Social Security Administration and Internal Revenue Service.

GOVERNMENTAL OPERATIONS

GOVERNMENTAL OPERATIONS

Agency 126

State Investment Board

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	81.4		29,352	29,352
Total Maintenance Level	81.4		28,825	28,825
Difference			(527)	(527)
Percent Change from Current Biennium	0.0%		(1.8)%	(1.8)%
Performance Changes				
Strengthen Investment Policy	2.0		940	940
Remove Merit System Increments			(21)	(21)
Telephone System Replacement			114	114
Suspend Plan 1 Uniform COLA #			(326)	(326)
State Data Center Rate Increase			82	82
Subtotal	2.0		789	789
Total Proposed Budget	83.4		29,614	29,614
Difference	2.0		262	262
Percent Change from Current Biennium	2.5%		0.9%	0.9%
Total Proposed Budget by Activity				
Investment Activities	83.4		29,614	29,614
Total Proposed Budget	83.4		29,614	29,614

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Strengthen Investment Policy

An additional investment officer will be hired to manage investments in tangible assets, such as infrastructure, agriculture, timber, and natural resource rights. A data risk analyst position will also be added to help monitor and manage quantitative investment risks. (State Investment Board Expense Account-State)

Remove Merit System Increments

In light of the budget situation, agencies have been asked to absorb the cost of merit system increments. (State Investment Board Expense Account-State)

Telephone System Replacement

Funding is provided to cover the cost of a telephone system replacement. The current system is at capacity and the telephone equipment is obsolete. (State Investment Board Expense Account-State)

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Investment Activities

The Washington State Investment Board (WSIB) manages approximately \$74.4 billion in investments for retirement, industrial insurance, permanent and other trust funds, including the defined benefit and defined contribution pension plans for teachers, school employees, law enforcement officers, firefighters, and public employees. The WSIB also manages investments for the Deferred Compensation Plan, Guaranteed Education Tuition program, Budget Stabilization Fund, Developmental Disabilities Endowment Trust, Judges Supplemental Retirement Fund, and the Basic Health Fund. The duty of the Board is to diversify investments and maximize returns, at a prudent level of risk, for the exclusive benefit of fund beneficiaries.

GOVERNMENTAL OPERATIONS

Agency 130

Public Printer

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	137.8		19,859	19,859
Total Maintenance Level	120.8		20,631	20,631
Difference	(17.0)		772	772
Percent Change from Current Biennium	(12.3)%		3.9%	3.9%
Performance Changes				
Suspend Plan 1 Uniform COLA #			(198)	(198)
State Data Center Rate Increase			100	100
Department of Enterprise Services-Printer #	(120.8)		(20,533)	(20,533)
Subtotal	(120.8)		(20,631)	(20,631)
Total Proposed Budget				
Difference	(137.8)		(19,859)	(19,859)
Percent Change from Current Biennium	(100.0)%		(100.0)%	(100.0)%
Total Proposed Budget by Activity				
Agency Administration			373	373
Other Statewide Adjustments			(130)	(130)
Printing and Related Services			(243)	(243)

Total Proposed Budget

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Department of Enterprise Services-Printer

The State Printer is moved to the newly created Department of Enterprise Services. (Printing Plant Revolving Account-Nonappropriated)

ACTIVITY DESCRIPTIONS

Agency Administration

The administrative section of the Department of Printing provides the agency with management and business support services, including strategic planning, policies and procedures, and human resources. Administration also provides information technology, financial services, customer education, contract administration, and process improvement. The Department of Printing is granted authority through RCW 43.78.

GOVERNMENTAL OPERATIONS

Other Statewide Adjustments

This item reflects proposed compensation and other adjustments that were not allocated to individual agency activities. This agency will assign these costs to the proper activities after the budget is enacted.

Printing and Related Services

The Department of Printing was established by the Legislature to be the printer of government documents and to determine when it is most effective to buy printing services and products from private sources. Currently, the agency provides traditional offset and digital printing, on-demand copy services, variable data, and direct mail services. The Department hosts warehousing and distribution of printed products and promotional items for government organizations through our website applications. Print technology-consulting services are provided to assist agencies with unique printing needs for major agency applications and also for assistance in managing their office convenience printing resources. The agency's main plant is located in Tumwater and houses the offset and digital presses, the fulfillment program, inserting and ink-jetting equipment, and envelope manufacturing operation as well as administrative offices. The Department of Printing has copy centers co-located with our customers in the Olympia/Lacey/Tumwater areas. These products and services are provided to state and local government organizations, Indian tribes, and public organizations.

GOVERNMENTAL OPERATIONS

Agency 140

Department of Revenue

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	1,145.8	221,791	19,086	240,877
Total Maintenance Level	1,143.4	225,980	14,906	240,886
Difference	(2.5)	4,189	(4,180)	9
Percent Change from Current Biennium	(0.2)%	1.9%	(21.9)%	0.0%
Performance Changes				
Revenue Enhancement	17.3	3,188		3,188
Reduce Communications Staff	(1.0)	(200)		(200)
Reduce County Advisory Appraisals	(6.0)	(1,028)		(1,028)
Closing Field Offices		(356)		(356)
Compliance Thresholds	(10.0)	(1,022)		(1,022)
Appeals Reform-Process Efficiencies	(3.0)	(536)		(536)
Reduce Policy Research Services	(6.0)	(1,224)		(1,224)
Mandatory Quarterly E-file/E-pay #	(6.0)	(906)		(906)
Printing Publications and Forms		(736)		(736)
Tax Administration Activities	(9.8)	(2,774)		(2,774)
Tax Collection Activities	(21.6)	(3,672)		(3,672)
Suspend Plan 1 Uniform COLA #		(2,561)	(141)	(2,702)
State Data Center Rate Increase		834	44	878
Subtotal	(46.1)	(10,993)	(97)	(11,090)
Total Proposed Budget	1,097.3	214,987	14,809	229,796
Difference	(48.5)	(6,804)	(4,277)	(11,081)
Percent Change from Current Biennium	(4.2)%	(3.1)%	(22.4)%	(4.6)%
Total Proposed Budget by Activity				
Administration	64.5	19,800	950	20,750
Property Tax Administration	52.5	15,132		15,132
State and Local Revenue Collection and Distribution	579.5	110,767	6,359	117,126
Tax Auditing	294.0	53,859		53,859
Tax Policy Research, Analysis, and Interpretation	47.5	10,687	2	10,689
Taxpayer Appeals	28.3	6,443		6,443
Unclaimed Property Management	31.2		7,590	7,590
Other Statewide Adjustments		(1,701)	(92)	(1,793)
Total Proposed Budget	1,097.3	214,987	14,809	229,796

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

GOVERNMENTAL OPERATIONS

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Revenue Enhancement

This item adds two taxpayer account administrators, 5.3 FTE positions for compliance staff, and ten auditors. On average, each employee will bring in \$420,000 per fiscal year and cost \$95,000. All other agency adjustments add up to 5 percent in General Fund-State reductions. Savings will both pay for the additional employees and offset other potential reductions.

Reduce Communications Staff

The Department will eliminate one communications position from the Director's office. Internal communications can be handled by remaining program staff.

Reduce County Advisory Appraisals

The Department of Revenue (DOR) will reduce assistance to counties for advisory appraisals by eliminating 6 FTE staff. Existing law allows county assessors to request advisory appraisals if they lack the expertise and/or resources required to value complex commercial and industrial properties. Local government is highly dependent on accurate property assessments for funding. The inability to rely on advisory appraisals will affect the fairness and uniformity of property tax assessments statewide. DOR is statutorily required to provide advisory appraisals on all commercial industrial properties over \$25 million in value. DOR will maintain enough staff to be able to complete up to 25 advisory appraisals each year.

Closing Field Offices

The Department of Revenue will close and consolidate several field offices in the 2011-13 biennium. Closing and consolidating field offices will reduce leased square footage, and reduce costs for facilities management and lease oversight. Field offices set for closure include Lacey and Aberdeen. The Everett field office will be consolidated with Bothell.

Compliance Thresholds

Because of a staff reduction, the Department of Revenue's Compliance division will implement thresholds in its delinquent account collection activities. By implementing thresholds, collections staff will focus on higher dollar accounts and more complex collection activities.

Appeals Reform-Process Efficiencies

The Department of Revenue will streamline its internal appeals process. It is estimated that streamlining appeals processing will allow the Department to reduce costs by cutting 3 FTE staff positions. This change will enable existing staff to process the expected increase in "nexus" appeals while continuing to provide taxpayer education through decisions. These efforts assist the Department to achieve a 97.9 percent voluntary compliance rate and a 5 percent rate of further administrative review by the Board of Tax Appeals or the courts.

Reduce Policy Research Services

The Research, Legislation and Policy and Interpretations and Technical Advice divisions will eliminate 6 FTE staff. This reduction will result in reduced services to external stakeholders, suspension of some publications and interpretive statements, and decreased support to internal operating divisions, Office of Financial Management, and the Legislature.

GOVERNMENTAL OPERATIONS

Mandatory Quarterly E-file/E-pay #

The Department of Revenue will require quarterly taxpayers to file and pay tax returns electronically. This will reduce the cost of collecting revenue. This item will require quarterly taxpayers to file and pay tax returns to the Department electronically. The Department will realize administrative savings from this change, as evidenced by the savings created with monthly taxpayers who are now required to file and pay electronically. Expanding the existing electronic filing and payment program to include quarterly taxpayers is a logical next step.

Printing Publications and Forms

The Department will eliminate the printing and mailing of several forms and publications. Publications and forms no longer printed will be available on the Department's internet site. With the widespread availability and use of the internet, most taxpayers have internet access.

Tax Administration Activities

In order to meet the 2011-13 biennium reduction target, the Department will need to take reductions which impact the agency's tax administration activities. Approximately 15 percent of the Department's staff is in tax administration, non-revenue generating divisions. Although reductions have been made throughout the Department, the most significant reductions are in the Information Services, Human Resources and Business and Financial Services divisions. Overall, the Department will reduce 9.8 FTE staff in tax administration activities.

Tax Collection Activities

The Department will reduce 21.6 FTE staff support positions (including Washington Management Services) that indirectly impact revenue collections. It also will reduce expenditures associated with goods and services and staff training.

ACTIVITY DESCRIPTIONS

Administration

Internal administrative services support activities to effectively carryout agency operations and the strategic business plan. These services include the overall management of the agency through executive oversight, internal auditing, accounting and budgeting, payroll administration, facilities management, purchasing, human resources, organizational development, and legal services provided by the Attorney General's Office.

Property Tax Administration

The Department of Revenue has a statutory obligation to ensure uniformity within the state's property tax system and oversee the administration of property taxes at both the state and local levels. The Department also determines the state school levy; conducts complex appraisals on commercial, industrial, and special use properties; administers property tax exemptions and deferral programs; and provides guidance, training, and assistance on property tax issues to county officials. The Department also performs appraisals throughout the state on inter-county and inter-state utility companies. These activities have a combined assessed value in excess of \$15 billion and provide over \$179 million dollars in property tax each year for local government and state schools.

State and Local Revenue Collection and Distribution

The Department of Revenue is responsible for the fair, efficient, and uniform administration of state tax laws. Primary activities include taxpayer registration, tax return processing collection activities, accounting for and distributing state and local tax revenues, promotion of voluntary compliance through taxpayer education, information and assistance, and enforcement. These activities are conducted from offices throughout the state and are supported by a statewide computer network.

GOVERNMENTAL OPERATIONS

Tax Auditing

Audit Division activities support the voluntary reporting and payment of taxes and the administration of the tax system. Audit Division staff are assigned to field offices across the state and other locations throughout the United States, or as roving out-of-state auditors based out of Washington. Auditors conduct audits of businesses that have activity in Washington State, working directly with taxpayers to verify the accuracy of taxes reported, and to identify and correct improper reporting, leveling the tax burden on Washington State businesses. Audit Division activities also include educating taxpayers about tax reporting through business outreach seminars, consultation visits, and other speaking engagements. Internally, the Audit Division assists the Department in understanding the practical application of tax law by identifying changes in technology, business activities, and industries. Externally, the Audit Division is, in many cases, a face for the Department and often serves as a taxpayer's first and only primary contact with the Department.

Tax Policy Research, Analysis, and Interpretation

Tax policy activities focus on providing timely and accurate information for policy decision makers, clear guidance to taxpayers, employees, and the public regarding tax law and policy application, and coordinating interdivisional policy analysis and studies. Specific functions include coordinating interdepartmental policy analysis and studies; preparing fiscal notes; analyzing and drafting legislation; reviewing and drafting rule revisions; providing technical policy advice to operating divisions; forecasting non-general fund revenues; and analyzing proposed changes to tax statutes on small business.

Taxpayer Appeals

The Department receives over 900 taxpayer appeals each year. These appeals are comprised of five case types: small claims (single issue, up to \$50,000 in tax, penalties, and interest); executive (first impression, industry wide significance); maintenance (regular appeals); revocations (business registration revocations), and Board of Tax Appeals (BTA) informal appeals from agency final decisions. When an appeal is concluded the Department issues written determinations, renders confidential tax law interpretations, negotiates settlements of tax disputes, executes settlement closing agreements when appropriate, and publishes select determinations. When these cases are appealed to the BTA, the Appeals Division presents the agency case during informal proceedings. The BTA renders the final decision.

Unclaimed Property Management

The Department administers the provisions of the State Uniform Unclaimed Property Act. The unclaimed property program is a consumer protection program charged to return abandoned property to the property owner. The Department receives the transfer of abandoned property to the state and attempts to locate the owners through advertising and by providing public access to abandoned property information. The Department's role is to act in the interest of the property owners and return the abandoned property to the rightful owners whenever possible. Examples of abandoned property include utility deposits, insurance policies, safety deposit box contents, dividends, and savings accounts. Unclaimed property does not include real estate, vehicles, and most other physical property. (Unclaimed Personal Property Account-Nonappropriated)

Other Statewide Adjustments

This item reflects proposed compensation and other adjustments that were not allocated to individual agency activities. This agency will assign these costs to the proper activities after the budget is enacted.

GOVERNMENTAL OPERATIONS

Agency 142

Board of Tax Appeals**Recommendation Summary**

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	12.2	2,664		2,664
Total Maintenance Level	12.2	2,848		2,848
Difference		184		184
Percent Change from Current Biennium	0.0%	6.9%		6.9%
Performance Changes				
Reduce Staff, Travel, Goods and Services	(1.0)	(276)		(276)
Suspend Plan 1 Uniform COLA #		(50)		(50)
State Data Center Rate Increase		14		14
Subtotal	(1.0)	(312)		(312)
Total Proposed Budget	11.2	2,536		2,536
Difference	(1.0)	(128)		(128)
Percent Change from Current Biennium	(8.2)%	(4.8)%		(4.8)%
Total Proposed Budget by Activity				
Adjudication of Tax Appeals	11.2	2,536		2,536
Total Proposed Budget	11.2	2,536		2,536

PERFORMANCE LEVEL CHANGE DESCRIPTIONS**Reduce Staff, Travel, Goods and Services**

The Board will continue to hold a hearing officer position vacant throughout the 2011-13 biennium. In-state travel will be reduced by conducting more hearings by telephone, and when feasible, requiring hearing officers to use public transit instead of private automobile. Purchase of office supplies will be reduced and expenditures for employee professional development and training will be eliminated. Expenditures for maintenance service on hardware and software will be reduced by having staff assume increased responsibility for these tasks. The Board will also implement temporary employee layoffs. Telephonic hearings may affect customer satisfaction, and the vacant hearing officer position will mean increasing the backlog of cases at a time when tax appeal filings continue to increase.

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Adjudication of Tax Appeals

The Board of Tax Appeals maintains public confidence in the state tax system. The Board is the final administrative authority for resolving disputes of property, excise, and other taxes in the state of Washington. As an integral part of the state's tax system, the Board provides a convenient and inexpensive forum for both taxing authorities and taxpayers. The Board processes 1,800 to 2,200 new appeals annually, many presenting complex legal and valuation issues. The Board conducts hearings throughout the state and issues comprehensive, timely written decisions based upon generally accepted appraisal practices, Washington statutes and constitution, case law, and board precedents.

GOVERNMENTAL OPERATIONS

Agency 144

Municipal Research Council

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund	State	Other Funds	Total Funds
2009-11 Expenditure Authority				2,729	2,729
Total Maintenance Level					
Difference				(2,729)	(2,729)
Percent Change from Current Biennium				(100.0)%	(100.0)%
Total Proposed Budget					
Difference				(2,729)	(2,729)
Percent Change from Current Biennium				(100.0)%	(100.0)%
Total Proposed Budget by Activity					
Inactive - Municipal Research Services					
Total Proposed Budget					

ACTIVITY DESCRIPTIONS

Inactive - Municipal Research Services

The Municipal Research Council is composed of legislators, city and county officials, and one member appointed by the Governor. The council's primary purpose is to provide Washington's local officials with professional advice, research, and information on topics related to local government. The council has no independent staff, but contracts with the Department of Community, Trade and Economic Development and with the Municipal Research and Services Center, a private non-profit agency in Seattle. Through the center, the council responds to requests for advice and information on municipal law, finance, growth management, public works, management, and operations. The center's library holds the state's largest collection of municipal reference materials, with over 12,000 volumes. The center also publishes many research articles and operates a web site that received 2.17 million visitors in the fiscal year ending June 30, 2003. These consolidated services reduce the need for local staff and are especially crucial to smaller units of local government. (County Research Services Account-State, City and Town Research Services Account-State)

Agency 147

Office of Minority and Women's Business Enterprises**Recommendation Summary**

Dollars in Thousands

	Annual FTEs General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	17.5	3,674	3,674
Total Maintenance Level	17.0	3,759	3,759
Difference	(.5)	85	85
Percent Change from Current Biennium	(2.9)%	2.3%	2.3%
Performance Changes			
Rate Reduction		(376)	(376)
Suspend Plan 1 Uniform COLA #		(51)	(51)
State Data Center Rate Increase		22	22
Office of Civil Rights-OMWBE #	(17.0)	(3,354)	(3,354)
Subtotal	(17.0)	(3,759)	(3,759)
Total Proposed Budget			
Difference	(17.5)	(3,674)	(3,674)
Percent Change from Current Biennium	(100.0)%	(100.0)%	(100.0)%
Total Proposed Budget by Activity			
Administration	(1.7)	(15)	(15)
Agency Support	.5	64	64
Certification	.9	(28)	(28)
Minority and Women Business Development	.3	(21)	(21)
Total Proposed Budget			

PERFORMANCE LEVEL CHANGE DESCRIPTIONS**Rate Reduction**

The Office of Minority and Women's Business Enterprises (OMWBE) will reduce its assessments to agencies for the next biennium and ensuing biennia by 10 percent of its 2011-13 maintenance level operating budget. OMWBE's existing fund balance will offset the reduction in revenue. Reduced revenue will not adversely affect FTE staff levels or services for the next biennium. (OMWBE Enterprises Account-State)

Office of Civil Rights-OMWBE #

Funding and staff from the Office of Minority and Women's Business Enterprises, Commission on Hispanic Affairs, Commission on African-American Affairs, Commission on Asian Pacific American Affairs, and Human Rights Commission will move to the newly created agency, the Office of Civil Rights. This will result in fiscal and operational efficiencies, viability, and opportunities for collaboration. This partnership agency allows the state to foster opportunity, protect civil rights, and maintain a commitment to diversity.

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Administration

The Office of Minority and Women's Business Enterprises (OMWBE) promotes the participation, in public contracting and procurement, of all qualified and available small businesses owned and controlled by minorities, women and all others who may be socially and economically disadvantaged.

Agency Support

OMWBE partners with state agencies, local governments, and private corporations to increase the participation of certified businesses in procurement opportunities.

Certification

The office provides state of Washington and other certification to companies who meet regulatory requirements for certification.

Minority and Women Business Development

OMWBE works with government and small business organizations to build a healthy statewide economic plan that includes successful, growing minority and women-owned businesses.

GOVERNMENTAL OPERATIONS

Agency 150

Department of General Administration

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	554.8	4,778	256,869	261,647
Total Maintenance Level	550.4	7,985	259,762	267,747
Difference	(4.5)	3,207	2,893	6,100
Percent Change from Current Biennium	(0.8)%	67.1%	1.1%	2.3%
Performance Changes				
Reduce Public and Historic Program	(2.5)		(748)	(748)
Reduce On Campus Property Rent	(4.0)		(1,810)	(1,810)
Reduce Parking Services			(54)	(54)
Reduce Off Campus Property Rent	(1.5)		(332)	(332)
Reduce Rent Outside Thurston County	(1.0)		(346)	(346)
Reduce Reimbursable Rates	(3.0)		(636)	(636)
Reduce Procurement Service Rates	(1.5)		(308)	(308)
Reduce Surplus Warehouses and Service	(6.0)		(787)	(787)
Reduce Real Estate Services	(1.0)		(246)	(246)
Reduce Capital Project Management	(.6)		(125)	(125)
Reduction to Legislative Facilities		(758)		(758)
Reduction to Built Environment		(6)		(6)
Capital Project Advisory Board		(30)		(30)
Lease Management Integration	7.0		2,164	2,164
Suspend Plan 1 Uniform COLA #		(3)	(1,139)	(1,142)
State Data Center Rate Increase		5	149	154
Department of Enterprise Services-GA #	(536.3)	(7,193)	(255,544)	(262,737)
Subtotal	(550.4)	(7,985)	(259,762)	(267,747)
Total Proposed Budget				
Difference	(554.8)	(4,778)	(256,869)	(261,647)
Percent Change from Current Biennium	(100.0)%	(100.0)%	(100.0)%	(100.0)%
Total Proposed Budget by Activity				
Administrative Activity	(.1)		(82)	(82)
Inactive - Barrier Free Facilities Program (BFFP)				
State Capitol Visitor Services	(.1)			
Custodial Services	.3			
Inactive - Distribution of Surplus Food (TEFAP/CSFP)				
Distribution of Surplus Property				
Energy Services				
Mail Services for State Agencies			(655)	(655)
Material Management Center				
Motor Pool				
Parking Management				

GOVERNMENTAL OPERATIONS

	Annual FTEs	General Fund State	Other Funds	Total Funds
Statewide Procurement	(.1)			
Real Estate Services				
Inactive - Plant Operations Support				
Capital Project Management				
Office Facilities Management		10,691	(2,055)	8,636
Public and Historic Facilities Management			2,710	2,710
Facilities Operation & Maintenance	.1	(10,691)		(10,691)
State Building Code Council			82	82

Total Proposed Budget

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Reduce Public and Historic Program

Reductions are made to the Public and Historic Program. The Interpretive Center restrooms are closed, the Tivoli fountain turned off, marble floor and brass cleaning are greatly reduced, and base painting or signage service work on campus are done in emergencies only. Capitol Lake management is reduced to mud snail eradication and milfoil management only. Grounds care in parks and grounds is eliminated, with the exception of mowing the grass. Campus monument maintenance is reduced by half, and parking lot restriping in parks and on roads is greatly reduced. Groundskeeper rates will be reduced to reflect expenditure reductions. (General Administration Service Account-State)

Reduce On Campus Property Rent

Capital campus rental rates are reduced. One asset manager, painter, electrician, and supervisor position each are eliminated. The old IBM Building in Olympia is closed. Base painting and signage services in office buildings are done only in cases where absolutely necessary. Several restrooms in capital campus buildings are closed. Desk-side refuse collection services are eliminated, and tenants must remove trash to a central location. Custodial and trades rates will be reduced to reflect expenditure reductions. (General Administration Service Account-State)

Reduce Parking Services

Base painting and signage services in all garages and open parking lots are done only in cases where absolutely necessary. Garage and parking lot cleaning is reduced by half. (State Vehicle Parking Account-Nonappropriated)

Reduce Off Campus Property Rent

Off campus rental rates are reduced, and two trade positions are eliminated. Base painting and signage services in buildings are done only in case of emergencies. Desk-side refuse collection services are eliminated, and tenants must remove trash to a central location. Marble floor cleaning is greatly reduced. Custodial and trades rates will be reduced to reflect expenditure reductions. (General Administration Service Account-Nonappropriated)

Reduce Rent Outside Thurston County

At the North Cascades Center, two trade positions are eliminated and partially occupied buildings will be closed. Energy usage will be reduced by 10 percent from closed buildings. (General Administration Service Account-Nonappropriated)

GOVERNMENTAL OPERATIONS

Reduce Reimbursable Rates

Two trade positions and up to 6.5 FTE staff custodian positions are eliminated, and funding for one project management position is reduced by half. Reimbursable rates for trades, custodial, and project management are reduced. There will also be a reduction in purchases of materials and equipment for grounds maintenance. (General Administration Service Account-Nonappropriated)

Reduce Procurement Service Rates

Rates will be reduced by three percent, which will reduce vendor training and outreach programs, state contract consolidation efforts, oversight of contracts, and some program service guarantees, such as the availability of procurement advice and guidance. (General Administration Service Account-Nonappropriated)

Reduce Surplus Warehouses and Service

Two warehouses in King County will be closed, relocating operations to Thurston County. Transportation services will be decreased, increasing wait times for agencies needing freight moved. (General Administration Service Account-Nonappropriated)

Reduce Real Estate Services

Staff reductions are made to Real Estate Services. Lease renewals and negotiations will be delayed. Remaining staff will experience increased workloads. (General Administration Service Account-State)

Reduce Capital Project Management

One architect staff position will be partially reduced. (General Administration Service Account-Nonappropriated)

Reduction to Legislative Facilities

Facilities and services charges, utilities and contracts charges, public and historic facilities charges, and capital projects surcharges previously invoiced to legislative customers are reduced.

Reduction to Built Environment

Staff resources supporting Built Environment Pollution activities are reduced.

Capital Project Advisory Board

Staff resources supporting Capital Project Advisory Review Board activities are reduced.

Lease Management Integration

The Department of Social and Health Services' internal facility planning unit is transferred to the Department of General Administration. (General Administration Service Account-Nonappropriated)

Department of Enterprise Services-GA #

The Department of General Administration will merge into the new Department of Enterprise Services, along with the State Printer and portions of the Department of Information Services, Office of Financial Management, and Department of Personnel. A transition team will work on identifying efficiencies by consolidating back-office functions such as internal human resources, accounting, purchasing, contracts, and facilities management. (General Fund-State, General Fund-Federal, General Administration Service Account-State, General Administration Service Account-Nonappropriated, State Vehicle Parking Account-Nonappropriated, Commemorative Works Account-Nonappropriated, Building Code Council Account-State)

ACTIVITY DESCRIPTIONS

GOVERNMENTAL OPERATIONS

ACTIVITY DESCRIPTIONS

Administrative Activity

Fixed, indirect agency activities include executive management, infrastructure maintenance, financial systems maintenance, and those human resource services that are not direct expenses.

Inactive - Barrier Free Facilities Program (BFFP)

This program partners with community colleges, universities, the Departments of Social and Health Services, Corrections, Transportation, Ecology, and the Superintendent of Public Instruction to provide technical expertise through plan reviews of new and remodeled buildings. Other activities in this program include consulting on disability issues related to facilities, a statewide assistive technology equipment lending program, and support for Braille publishing and audio tapes used to provide reasonable accommodation for persons with disabilities who are employed by or are served by the state.

State Capitol Visitor Services

The State Capitol Visitor Services activity provides public information and access to the public for the capitol campus, including information about state agencies, the Legislature, and tourist attractions on campus, in the local area, and throughout the state. Educational tours are provided to the visiting public, school children, and dignitaries. Staff conduct tours of the Legislative Building, state capitol grounds, capitol conservatory, and the Temple of Justice. Special events, such as rallies, demonstrations, and other formal gatherings, are also coordinated by Visitor Services.

Custodial Services

This activity provides daily custodial services for over three million square feet of building space. Custodial services include the cleaning of all office space, public and common-use areas, restroom sanitizing and stocking of supplies, special floor and carpet care, emergency and urgent clean-up, building locking and unlocking, support for special events on and around the Capitol Campus, and collection of recyclable materials.

Inactive - Distribution of Surplus Food (TEFAP/CSFP)

The Department of General Administration operates a program that receives and distributes federal food and operational funds to the state's food bank network in order to support local organizations that supply food to those in need. There is a state match requirement for federal administrative dollars, as well as pass-through dollars.

Distribution of Surplus Property

The Department of General Administration operates a program that disposes of state surplus properties utilizing methods that are efficient and meet legal requirements concerning use of publicly-owned goods. The program also represents the state with the federal government's surplus program. The state and federal programs allow state agencies, political subdivisions, and non-profit organizations to receive state and federally-owned surplus property, such as office equipment and furniture, at lower-than-market cost. This program is funded through revenue generated from the sale of goods.

Energy Services

Energy Services provides engineering services to agencies on a fee-for-service basis to assist agencies in conserving energy and reducing their energy costs. Engineers also conduct energy life cycle cost reviews, assist with sustainable design, and support building commissioning. Agencies incur no direct costs as all costs are paid for with energy savings.

Mail Services for State Agencies

The Department of General Administration operates the Consolidated Mail Services (CMS) activity, state government's internal mail service, which processes interagency, incoming, and outgoing mail, and provides site-to-site distribution for most state agencies and some political subdivisions in western Washington. Agencies have identified this as a mission-critical, vital business service because it distributes warrants and laboratory samples.

Material Management Center

RCW 43.19 requires the Department of General Administration to develop and recommend overall state policy regarding the following material control functions: determination where consolidations, closures, or additions of warehouse facilities should be initiated; institution of standard criteria for when and where an item in the state supply system should be stocked; establishment of stock levels to be maintained in state stores and standards for replenishment; formulation of an overall distribution and redistribution system for stock items which establishes sources of supply support for all agencies, including interagency supply support; standardization of records and forms used for supply activities; criteria for use of warehouse space; reduction of transportation costs incurred by the state for materials, supplies, services, and equipment; performance measures for the reduction of transportation costs incurred by the state for materials, supplies, services, and equipment; establishment of a standard system for all state organizations to record and report dollar savings and avoidance from improved material control procedures; and development of procedures for the exchange of material control services.

Motor Pool

The state motor pool was created in 1975 by the Washington State Commission for Efficiency and Accountability in Government to "provide economic, efficient, and effective motor pool transportation services to state agencies." The motor pool manages 1,380 vehicles assigned to agencies on a permanent basis for staff use and a vehicle trip fleet for short-term rental. The motor pool maintains and repairs trip vehicles and many permanently assigned vehicles, as well as vehicles owned by various state agencies.

Parking Management

This activity provides direction, long-range planning, stewardship, rate setting, quality assurance, overall property management, and assignment of parking spaces and fees. GA manages more than 7,000 parking spaces at the State Capitol and other GA facilities located around the state, providing parking to agencies, employees, and the visiting public in the support of conducting state business. Parking is provided on a monthly, hourly, and special-permit basis. This activity also includes cleaning and maintenance of parking garages at the State Capitol campus.

Statewide Procurement

Chapter 43.19 RCW directs the Department to develop and implement state purchasing criteria and policy for centralized purchasing. It ensures statutory compliance in the purchase of alternative fuel vehicles, recycled products, sheltered workshop, and Correctional Industries products. It establishes statewide contracts for a broad range of materials, supplies, equipment, and services. This activity also administers credit card purchasing programs; develops and maintains the state commodity system; and certifies state employees to perform purchasing functions as agents for the state.

Real Estate Services

Real Estate Services (RES) is a program of the Department of General Administration. RES is responsible for providing real estate services to state elected officials, state agencies, boards, commissions, and educational institutions in accordance with RCW 43.82. State agency housing functions include comprehensive leasing and architectural services, including construction management, the purchase or sale of state-owned properties, various other real estate transactions, and worksite parking program assistance.

GOVERNMENTAL OPERATIONS

Inactive - Plant Operations Support

This activity provides information, technical assistance, and consultation on physical plant operations and maintenance issues to state and local governments, as well as services to the public works community and the K-12 school system.

Capital Project Management

This activity supports the design, construction, and maintenance needs of public facilities for more than 20 state agencies and the state's 33 community and technical colleges through comprehensive, professional project management services and energy management. Licensed architects and engineers manage the design and construction of projects. They are assisted by contract specialists, dispute resolution, claims mitigation, cost engineering, and other technical and administrative support.

Office Facilities Management

This activity serves as the landlord for office facilities on the capitol campus and other state-owned locations in Thurston, Cowlitz, Pierce, Skagit, King, and Yakima counties. The activity is responsible for overall property management, providing direction, long-range planning, space planning, stewardship, rate setting, and quality assurance. It is responsible for efficiently and cost-effectively housing state government in 3.5 million square feet of owned office and support facilities. Operations and maintenance of Thurston County facilities is detailed in activities "Facilities Maintenance," "Physical Plant Engineering," and "Custodial."

Public and Historic Facilities Management

This activity provides management of the capitol campus grounds and commonly-used spaces in the Legislative Building, O'Brien Building, Cherberg Building, and Temple of Justice. This activity serves as landlord, providing direction, long-range planning, stewardship, rate setting, quality assurance, and overall property management. The facilities are symbolic of statehood and state government, and are used by the public for education, public assembly, celebration, and recreational purposes related to this symbolic nature. Managed facilities include the campus grounds, memorials, fountains, campus streets, sidewalks, and lighting, as well as Sylvester Park, Heritage Park, Marathon Park, Centennial Park, Capitol Lake, Interpretive Center, and Deschutes Parkway. Operations and maintenance of Thurston County facilities is detailed in activities "Facilities Maintenance," "Physical Plant Engineering," and "Custodial."

Facilities Operation & Maintenance

This activity provides maintenance and operation, environmental, and building support system services for state owned and managed facilities within Thurston County, including the Capitol Campus. Services include preventive building maintenance (including electrical, carpentry and HVAC), cleaning and preservation of historical building exteriors, care of Capitol Campus grounds and state owned parks within Olympia, painting, signage, and management of mechanical/electrical locks, asbestos and hazardous waste, building control systems, and the Powerhouse, campus utilities, campus fire protection and Washington State Patrol security.

State Building Code Council

The State Building Code Council was created in 1974 by the enhancement of the State Building Code Act (RCW 19.27) to advise the Legislature on building code-related issues, and was given rule-making authority in 1985 to adopt updated editions of the building codes. The council is comprised of 15 governor-appointed members to represent all aspects of building design, engineering, and construction, as well as local government interests and the general public. The council also has four legislative ex-officio members and one state agency ex-officio member representing the Department of Labor and Industries. The State Building Code Council, supported by staff, reviews and approves/disapproves statewide amendments to the state building codes. The council staff provide support to the council and technical advisory groups, provide technical assistance to the construction industry and the public, and conduct studies on building and fire codes as required by the Legislature. The council appoints advisory groups representing industry and government organization, affected by special topics to review national model codes and propose state and national amendments to enhance consistency between states.

GOVERNMENTAL OPERATIONS

GOVERNMENTAL OPERATIONS

Agency 155

Department of Information Services

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	467.5	2,166	258,192	260,358
Total Maintenance Level	477.3	2,216	295,625	297,841
Difference	9.8	50	37,433	37,483
Percent Change from Current Biennium	2.1%	2.3%	14.5%	14.4%
Performance Changes				
Central Administration Reduction	(33.0)		(5,460)	(5,460)
Services Efficiency Reduction	(21.5)		(5,112)	(5,112)
Information Technology Policy Reduction	(7.0)		(1,980)	(1,980)
Transfer Broadband Service #	(3.8)	(228)	(4,324)	(4,552)
Transfer K-20 Network #	(.3)		(24,769)	(24,769)
Transfer Information Technology Portfolio Application			(334)	(334)
General Fund-State Reduction Option Justice Information Network Program		(214)		(214)
State Data Center Infrastructure	11.0		37,347	37,347
Move Information Technology Policy Oversight to OFM #	(17.5)	(1,767)	(5,909)	(7,676)
Suspend Plan 1 Uniform COLA #		(7)	(1,323)	(1,330)
Department of Enterprise Services-DIS	(120.2)		(91,437)	(91,437)
Subtotal	(192.3)	(2,216)	(103,301)	(105,517)
Total Proposed Budget	285.0		192,324	192,324
Difference	(182.5)	(2,166)	(65,868)	(68,034)
Percent Change from Current Biennium	(39.0)%	(100.0)%	(25.5)%	(26.1)%
Total Proposed Budget by Activity				
Technology Acquisition Services	(5.0)		23,185	23,185
Administrative Activity	(2.0)	(5)	(12,780)	(12,785)
Data Network Services	59.8		28,262	28,262
Enterprise Initiatives Group	10.2	1,989	7,697	9,686
Enterprise Web Properties	(1.9)		(1,971)	(1,971)
Enterprise Server Technology	75.0		50,942	50,942
Enterprise Security Services	28.0		13,120	13,120
Information Services Policy Development and Project Oversight	(9.9)	(1,984)	(4,968)	(6,952)
K-20 Education Network	1.0			
Enterprise Mainframe Computing	81.7		53,933	53,933
Enterprise Multimedia Services	(1.3)		(130)	(130)
Voice Telephony Services	49.4		35,034	35,034
Total Proposed Budget	285.0		192,324	192,324

GOVERNMENTAL OPERATIONS

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Central Administration Reduction

The costs of agency central administration activities are reduced to achieve more cost-effective rates for information technology services. (Data Processing Revolving Account-Nonappropriated)

Services Efficiency Reduction

Costs for computer services, interactive technology, and telecommunication services are reduced to achieve more cost-effective rates for information technology services. (Data Processing Revolving Account-Nonappropriated)

Information Technology Policy Reduction

The Department's Management and Oversight of Strategic Technology activities are reduced to mitigate the impact of policy oversight revolving fund charges on state agencies. (Data Processing Revolving Account-State)

Transfer Broadband Service #

The State Broadband Development and Data Program is transferred from the Department of Information Services to the Department of Commerce, since it will be used to further leverage economic development strategies. Federal stimulus dollars are the primary source of funds. This program promotes broadband service as an engine for economic development, job growth, education and research, and other recognized public services. Funds will map the state's public and private broadband infrastructure, service availability and current broadband upload and download speeds to position the state for additional public and private investment in unserved and under-served areas of the state. (General Fund-State, Broadband Mapping Account-Nonappropriated, Community Technology Opportunity Fund-State)

Transfer K-20 Network #

Along with the Policy Oversight activity, the K-20 Education Network is transferred to the Office of Financial Management. This is the nation's first high-speed, high-capacity network linking colleges, universities, school districts, and libraries statewide. The K-20 Network provides video and data services to education facilities throughout the state. Video services are used for such purposes as distance education and teacher training. Data services are used for Internet access by faculty and students and processing of education-related applications. (Education Technology Account-Nonappropriated)

Transfer Information Technology Portfolio Application

Maintenance of the Information Technology Clarity Portfolio application support is transferred to the Information Services Division within the new Department of Enterprise Services. (Data Processing Revolving Account-State)

General Fund-State Reduction Option Justice Information Network Program

This proposal eliminates a Secure Web Gateway service used by local law and justice agencies to access available criminal justice data via the Justice Information Network (JIN), effective July 1, 2011.

State Data Center Infrastructure

Funds are provided to design, acquire and install the new State Data Center infrastructure (cabling, cabinets, fiber connectivity) and to set up the existing data center infrastructure (network, storage, security, servers, mainframe and tape backup, and telephony) at the new location. Once the move is complete, DIS services, operations, and assets in the current data center will be decommissioned. (Data Processing Revolving Account-Nonappropriated)

Move Information Technology Policy Oversight to OFM #

Management and oversight of strategic technology is reduced and transferred to the Office of Financial Management where a new Office of the Chief Information Officer will be established. The new office will be responsible for the development and implementation of state strategic information technology initiatives and oversight of information technology resources. (General Fund-State, General Fund-Federal, Data Processing Revolving Account-State)

Department of Enterprise Services-DIS

The administrative, budget, finance, communications, contract services, human resources, agency internal information technology, legal services, and procurement will transfer to the new Department of Enterprise Services (DES). DES will provide these back office administrative functions to the Department of Information Services, as well as to the new DES. (Data Processing Revolving Account-Nonappropriated)

ACTIVITY DESCRIPTIONS

Technology Acquisition Services

DIS Acquisition Services is a convenient, single source from which state and local government agencies can purchase information technology (IT) products and services that meet their business needs. Agencies that purchase from DIS benefit from collective purchasing power, labor-saving support, and informed recommendations. Technology Acquisition Services include technology consulting, acquisition support, desktop leasing, and master contracts. This activity also supports the information technology portion of the state's strategic purchasing program. (Data Processing Revolving Account-Nonappropriated)

Administrative Activity

The Department of Information Services (DIS) was established in 1987 to provide telecommunications, computer services, and technology policy standards to state, local, and tribal governments, educational institutions, and nonprofit organizations. This activity supports the following functions: agency management, internal application development and support, administrative support, legislative coordination, and performance management. (Data Processing Revolving Account-Nonappropriated)

Data Network Services

Data Network Services plans, implements, and manages data communication networks that provide connectivity between computers and customers who require access to the applications and data residing on those computers. DIS supports three governmental data networks on the statewide backbone. These include the Campus Fiber Network on the capitol campus in Olympia; the State Governmental Network (SGN) of state government agencies; and the InterGovernmental Network (IGN) that links cities and counties with state agencies. Data Network Services is also responsible for the deployment and management of the K-20 Education Network. (Data Processing Revolving Account-Nonappropriated)

Enterprise Initiatives Group

The Enterprise Initiatives Group helps agencies develop enterprise business solutions. DIS brings state and local government partners together to develop cross-agency and cross-jurisdictional initiatives and information technology services that improve overall government effectiveness. (Data Processing Revolving Account-Nonappropriated)

GOVERNMENTAL OPERATIONS

Enterprise Web Properties

DIS supports state government's Access Washington™ Web portal <http://access.wa.gov>, the Ask George™ search tool, and the state's intranet portal, Inside Washington™. The statewide Web portals deliver the single face of Washington government. DIS also provides agencies with Web site development services using the latest technologies. (Data Processing Revolving Account-Nonappropriated)

Enterprise Server Technology

DIS provides a broad range of server-based enterprise business solutions. These services improve efficiency for state government by providing hardware and software, staff expertise and support, data center facilities, and data storage. Specific services include server hosting, server management, electronic mailing lists, Web site hosting, data transfer security, content management for Web sites, portable digital assistants, online payment processing, video/audio streaming, and billing support. With these technologies customers can facilitate communications, integrate applications, gain quality and reliable server management, utilize report and document management capabilities, transfer sensitive data securely between organizations, and manage electronic mailing lists. (Data Processing Revolving Account-Nonappropriated)

Enterprise Security Services

DIS secures and protects the state's critical assets and information by providing statewide Internet protection, secure access services, and security consulting. (Data Processing Revolving Account-Nonappropriated)

Information Services Policy Development and Project Oversight

DIS provides staff support to the Information Services Board (ISB), which is composed of representatives of all three branches of state government, as well as private industry. Activities include the development of statewide information technology (IT) policy, oversight of major IT projects, preparation of technical IT standards, and evaluation of the technical merits of proposed projects. DIS is also the lead agency and provides staff support for IT committees and task forces. (Data Processing Revolving Account)

K-20 Education Network

DIS manages and coordinates the K-20 Education Network to deliver data and video services to universities, community and technical colleges, and K-12 locations throughout the state. DIS also provides staff support for the K-20 Education Network Board, which has policy, budget, and oversight responsibilities. (Education Technology Revolving Account-Nonappropriated)

Enterprise Mainframe Computing

DIS provides 24-hour, year-round shared and dedicated mainframe processing services for customers on IBM System/390 and Unisys computing platforms. These mainframe platforms process millions of transactions each day for state agencies and the public in the areas of social services, employment, corrections, business regulation, finance and retirement systems, health care, and natural resources. Computing services on both mainframe platforms include technical support services for shared and agency software products and output in multiple media formats. (Data Processing Revolving Account-Nonappropriated)

Enterprise Multimedia Services

DIS delivers video and multimedia production services, including video production, webcasting, satellite broadcasts, Web site development, and interactive design (integrating web, voice, and video). (Data Processing Revolving Account-Nonappropriated)

GOVERNMENTAL OPERATIONS

Voice Telephony Services

DIS offers a wide range of telecommunications services, including: local and long distance telephone service, Voice over Internet Protocol, long distance calling card service (SCAN Plus), conference calling services, interactive voice recognition, call center technical support, operator services and directory assistance, and advanced digital switching services in support of video conferencing. (Data Processing Revolving Account-Nonappropriated)

GOVERNMENTAL OPERATIONS

Agency 160

Office of Insurance Commissioner

Recommendation Summary

Dollars in Thousands

	Annual FTEs General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	229.7	50,391	50,391
Total Maintenance Level	229.8	53,225	53,225
Difference	.1	2,834	2,834
Percent Change from Current Biennium	0.0%	5.6%	5.6%
Performance Changes			
Suspend Plan 1 Uniform COLA #		(596)	(596)
State Data Center Rate Increase		82	82
Subtotal		(514)	(514)
Total Proposed Budget	229.8	52,711	52,711
Difference	.1	2,320	2,320
Percent Change from Current Biennium	0.0%	4.6%	4.6%
Total Proposed Budget by Activity			
Agency Administration	41.9	9,230	9,230
Monitoring Insurance Company Solvency	62.5	14,307	14,307
Consumer Information and Advocacy	28.0	3,561	3,561
Health Insurance Benefit Advisors	14.0	5,127	5,127
Policy and Enforcement	35.4	6,467	6,467
Producer Licensing and Education	14.0	457	457
Regulation of Insurance Rates and Forms	34.0	8,530	8,530
Other Statewide Adjustments		(1,082)	(1,082)
Inactive - Investigations and Enforcement		6,114	6,114
Total Proposed Budget	229.8	52,711	52,711

ACTIVITY DESCRIPTIONS

Agency Administration

The Office of the Insurance Commissioner (OIC) is responsible for regulating the insurance industry in Washington State and protecting consumers through education and timely communications. The activities of the OIC are primarily funded by fees from insurance organizations. Agency management develops policies, regulations, and codes to ensure that the citizens of Washington are able to access affordable insurance; it also provides the administrative support necessary for other divisions within the agency to carry out their functions.

GOVERNMENTAL OPERATIONS

Monitoring Insurance Company Solvency

This activity includes monitoring the solvency of insurance carriers, health care service contractors, health maintenance organizations, and certified health plans authorized to conduct business in Washington State. Solvency issues may be identified through market conduct oversight activities, financial examinations, or financial analysis of statements filed by insurers.

Consumer Information and Advocacy

Staff respond to oral and written complaints and inquiries from consumers regarding insurance companies, and act as an advocate when appropriate. Assistance is rendered to enforce the various provisions of the insurance code with the primary function of ensuring that consumer rights have not been violated.

Health Insurance Benefit Advisors

A statewide network of trained volunteers educates, assists, and advocates for consumers regarding health insurance and health care access issues.

Policy and Enforcement

Staff handle enforcement actions against insurance companies, health carriers, insurance producers, and others; identify and investigate criminal insurance fraud; provide information and counsel to other agency divisions; and support the public policy activities of the agency.

Producer Licensing and Education

This activity ensures compliance with all requirements for licensure including issuing and renewing licenses; and conducts financial examinations of insurance producers, surplus line brokers, adjustors, life settlement brokers, and others. Staff also administer continuing education requirements.

Regulation of Insurance Rates and Forms

Staff review and approve the complex actuarial formulas, assumptions, and experience data submitted as part of a proposed rate filing to ensure that rates are neither excessive, inadequate, or unfairly discriminatory. Staff also review policy forms to ensure that the terms and conditions of the insurance contract comply with state and federal laws prior to being sold in Washington.

Other Statewide Adjustments

This item reflects proposed compensation and other adjustments that were not allocated to individual agency activities. This agency will assign these costs to the proper activities after the budget is enacted.

Inactive - Investigations and Enforcement

Staff investigate and act upon violations of laws and rules regarding sales and marketing practices, account standards, and related matters. Staff also assist consumers with problems involving insurance sales or marketing practices by producers, surplus line brokers, title insurance agents or insurers. (Insurance Commissioner's Regulatory-State)

Agency 165

Board of Accountancy**Recommendation Summary**

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	11.3		3,649	3,649
Total Maintenance Level	11.3		2,838	2,838
Difference			(811)	(811)
Percent Change from Current Biennium	0.0%		(22.2)%	(22.2)%
Performance Changes				
Suspend Plan 1 Uniform COLA #			(24)	(24)
State Data Center Rate Increase			22	22
Subtotal			(2)	(2)
Total Proposed Budget	11.3		2,836	2,836
Difference			(813)	(813)
Percent Change from Current Biennium	0.0%		(22.3)%	(22.3)%
Total Proposed Budget by Activity				
Regulation of Public Accountants	5.0		1,004	1,004
Investigation of Public Accountants	4.6		1,221	1,221
CPA Consumer Protection Information	1.7		370	370
Other Statewide Adjustments			241	241
Total Proposed Budget	11.3		2,836	2,836

ACTIVITY DESCRIPTIONS**Regulation of Public Accountants**

As required by Chapter 18.04 RCW, the Board of Accountancy administers exams and issues licenses to certified public accountants (CPAs), CPA firms, and firm owners to ensure public protection and the reliability of financial information. The board establishes and audits compliance with education, examination, good character, ethics, and experience requirements prior to licensure. To continue to meet established performance standards and ethics requirements, the Board reviews and monitors charges against CPAs and firms, and audits compliance with continuing professional education requirements. The Board is funded by license fees paid by CPAs, firms, and firm owners.

Investigation of Public Accountants

The Board of Accountancy investigates complaints related to the compliance of certified public accountants (CPAs), CPA firms, and firm owners with technical and ethical standards. These standards are established in state and federal laws, board rules, and by various accounting standards boards; U.S. General Accounting Office; federal Office of Management and Budget; Securities and Exchange Commission; Internal Revenue Service; and American Institute of Certified Public Accountants. The board also investigates and takes action against individuals illegally posing as CPAs.

GOVERNMENTAL OPERATIONS

CPA Consumer Protection Information

The Board of Accountancy provides general and specific consumer protection information and is funded by license fees paid by CPAs, firms, and firm owners.

Other Statewide Adjustments

This item reflects proposed compensation and other adjustments that were not allocated to individual agency activities. This agency will assign these costs to the proper activities after the budget is enacted.

GOVERNMENTAL OPERATIONS

Agency 167

Forensic Investigations Council

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund	State	Other Funds	Total Funds
2009-11 Expenditure Authority				280	280
Total Maintenance Level				280	280
Difference					
Percent Change from Current Biennium				0.0%	0.0%
Total Proposed Budget				280	280
Difference					
Percent Change from Current Biennium				0.0%	0.0%
Total Proposed Budget by Activity					
State Toxicology Lab Management and Crime Lab Management				280	280
Total Proposed Budget				280	280

ACTIVITY DESCRIPTIONS

State Toxicology Lab Management and Crime Lab Management

The Forensic Investigations Council is composed of law enforcement personnel and pathologists. The Council reviews, recommends, and promotes improvements to the criminal justice and death investigation systems in Washington State. In conjunction with the University of Washington, the Council monitors the operations of the State Toxicology Laboratory and manages a State Forensic Pathology Fellowship Program. In addition, the Council reviews and monitors the budgets of the State Toxicology Laboratory and the Washington State Patrol Crime Laboratory, and appoints the State Toxicologist. (Death Investigations Account-State)

GOVERNMENTAL OPERATIONS

Agency 185

Horse Racing Commission

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	28.5		10,321	10,321
Total Maintenance Level	28.5		8,241	8,241
Difference			(2,080)	(2,080)
Percent Change from Current Biennium	0.0%		(20.2)%	(20.2)%
Performance Changes				
Suspend Plan 1 Uniform COLA #			(31)	(31)
Subtotal			(31)	(31)
Total Proposed Budget	28.5		8,210	8,210
Difference			(2,111)	(2,111)
Percent Change from Current Biennium	0.0%		(20.5)%	(20.5)%
Total Proposed Budget by Activity				
Promotion of Horse Racing			4,401	4,401
Regulation of Horse Racing	28.5		3,809	3,809
Total Proposed Budget	28.5		8,210	8,210

ACTIVITY DESCRIPTIONS

Promotion of Horse Racing

The Horse Racing Commission is responsible for encouraging the training and development of the equine industry and promoting the economic benefits derived from the industry. It annually provides purse funds to nonprofit racetracks, collects and distributes the Washington bred owners' bonus funds, and provides funds to nonprofit racetracks for the maintenance and upgrade of racecourses and equine quartering areas.

Regulation of Horse Racing

The Horse Racing Commission is responsible for regulating pari-mutuel horse racing. It licenses, regulates, and supervises pari-mutuel horse race meets and licenses individuals who participate in pari-mutuel horse racing to ensure public confidence in the integrity of racing and pari-mutuel wagering.

GOVERNMENTAL OPERATIONS

Agency 195

Liquor Control Board

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	1,189.1		244,701	244,701
Total Maintenance Level	1,201.5		253,854	253,854
Difference	12.4		9,153	9,153
Percent Change from Current Biennium	1.0%		3.7%	3.7%
Performance Changes				
Department of Information Services Forest			38	38
End-to-End Encryption			585	585
Distribution Center Staffing #	12.0		1,068	1,068
Suspend Plan 1 Uniform COLA #			(1,974)	(1,974)
State Data Center Rate Increase			541	541
Subtotal	12.0		258	258
Total Proposed Budget	1,213.5		254,112	254,112
Difference	24.4		9,411	9,411
Percent Change from Current Biennium	2.1%		3.8%	3.8%
Total Proposed Budget by Activity				
Administrative Activity	120.9		30,714	30,714
Mandatory Alcohol Server Training (MAST)				
Contract Liquor Store Operations	2.5		26,098	26,098
Enforcement of Liquor Control Laws	83.5		13,659	13,659
Liquor Licensing and Permits	34.4		4,441	4,441
Liquor Purchasing and Merchandising	15.0		2,122	2,122
Liquor Warehouse Operations and Distribution	100.9		23,808	23,808
Regulation of Manufacturers, Importers and Wholesalers	15.0		2,466	2,466
State Liquor Store Operations	824.8		148,352	148,352
Tobacco Tax Enforcement	12.5		1,954	1,954
Youth Access to Tobacco	4.0		498	498
Total Proposed Budget	1,213.5		254,112	254,112

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Department of Information Services Forest

Funding is provided to enable the Liquor Control Board (LCB) to join the State Active Directory Forest hosted by the Department of Information Services. (Liquor Revolving Account-State)

GOVERNMENTAL OPERATIONS

End-to-End Encryption

Currently, the LCB retains confidential credit card data at 165 state liquor stores. A breach of credit card data could result in an assessment of fines of \$8 million to \$10 million per incident. In May 2010, an external auditor assessed the LCB's compliance with payment card industry standards. Based on the auditor's recommendation, funding is provided to mitigate this risk by encrypting confidential credit card data and transferring the storage of encrypted data to the credit card processor. (Liquor Revolving Account-State)

Distribution Center Staffing #

Funding is provided for 12 additional warehouse operators in the Liquor Distribution Center (DC) to address increased product diversity and volumes shipped to liquor stores. The number of stock keeping units (products offered and handled at the DC) and the number of shipping destinations have increased. Staffing levels have not kept pace with the increased workload. This investment is necessary to effectively manage warehouse operations, reduce dependence on overtime, and ensure orders are filled to avoid stores running out of products and inconveniencing customers. To avoid a decrease in liquor revenue distribution to the General Fund and local governments, funding for nine existing FTE positions (seven maintenance mechanics, one maintenance specialist, and one electrician) is shifted from the Liquor Revolving Fund to the Liquor Control Board Construction and Maintenance Account. These staff perform wall-to-wall facility maintenance, and diagnose and repair automated control systems that sort and prepare the product for shipment to the liquor stores. (Liquor Control Board Construction and Maintenance Account-State)

ACTIVITY DESCRIPTIONS

Administrative Activity

The Liquor Control Board (LCB) establishes policies for the sale of alcoholic beverages and tobacco products throughout the state. Activities funded in this category include costs for the overall management of agency employees, and oversight of administrative and policy duties.

Mandatory Alcohol Server Training (MAST)

State law mandates training for servers in establishments that sell liquor for on-site consumption. This activity is commonly referred to as Mandatory Alcohol Server Training (MAST).

Contract Liquor Store Operations

The purpose of this activity is to pay commissions and minor operating expenses for contract liquor store retail outlets located in communities that do not have large enough populations to support the operational expenses of a state-operated store. The Liquor Control Board, with recommendations from its Retail Division, appoints local business owners to sell products under contractual and code regulations. Supporting functions also include contract store supervision.

Enforcement of Liquor Control Laws

The Retail Enforcement section protects and serves the public by striving to ensure legal acquisition and responsible use of alcohol and tobacco.. This is achieved primarily through educational efforts and enforcement operations. Educational efforts include: liquor law briefing materials and education for licensees and staff; technical assistance visits; liquor law training for law enforcement officers; partnerships with community/prevention groups; and licensing support. Enforcement operations include: premises visits; compliance checks; undercover operations; joint patrols with local law enforcement; emphasis at locations of strategic interest; regulatory enforcement; investigation of citizen/law enforcement complaints; alcohol related serious injury accident investigation; and financial audits.

GOVERNMENTAL OPERATIONS

Liquor Licensing and Permits

The Program Administration, License Investigation, License Processing, and Customer Service Units review and report on all license applications, permit applications, and business modification requests from current license holders; approve all liquor license and permit applications and renewals except those involving extensive investigation or requiring a board decision; maintain official licensing records and make documents available for court, administrative action, and public records requests; and provide licensing information for applicants and the general public.

Liquor Purchasing and Merchandising

The Purchasing Division's function is to provide citizens a wide selection of alcoholic beverages at reasonable prices. The division recommends product listings to the board and manages inventory in the Distribution Center. The Special Order Program allows customers to obtain products that are not in general listings.

Liquor Warehouse Operations and Distribution

The Board operates a warehouse for the storage and shipment of liquor. Located in Seattle, the warehouse receives products from suppliers and ships products to state liquor stores and contract liquor stores throughout the state.

Regulation of Manufacturers, Importers and Wholesalers

Non-Retail Enforcement is responsible for the enforcement of state liquor laws and regulations that impact 3,915 non-retail licensees, including in-state and out-of-state entities that produce, import, and distribute alcohol in Washington State. The state is a major wine producer with more than 640 licensed wineries.

State Liquor Store Operations

The purpose of state liquor stores is the controlled distribution of products sought by qualified customers. Store personnel are trained to identify and deny sale to underage or intoxicated customers. Store managers place weekly orders to replenish store inventory; they also schedule part-time help to manage fluctuating volumes of sales. Supporting functions also include strategic planning, store remodels and maintenance, store site selection, negotiation of leases, and supervision of state liquor stores.

Tobacco Tax Enforcement

Liquor and tobacco agents enforce state tax laws and applicable federal statutes related to cigarettes and other tobacco products to promote voluntary compliance and increase excise tax collections. Liquor and tobacco agents work to ensure that excise taxes are collected because revenue is lost to the state each year due to tax evasion on cigarette and tobacco products.

Youth Access to Tobacco

The Enforcement and Education division oversees state compliance of the federal law mandating states to restrict the sale of tobacco products to persons under 18 years of age. The Division is responsible for conducting tobacco premise inspections, investigating complaints against tobacco licensees, and conducting random compliance checks on tobacco licensees. This activity is funded through an interagency agreement with the Department of Health.

GOVERNMENTAL OPERATIONS

Agency 215

Utilities and Transportation Commission

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	159.0		42,421	42,421
Total Maintenance Level	159.0		47,771	47,771
Difference			5,350	5,350
Percent Change from Current Biennium	0.0%		12.6%	12.6%
Performance Changes				
Federal Funding Rate Increase			1,310	1,310
Federal Stimulus Funds	1.0		502	502
Suspend Plan 1 Uniform COLA #			(404)	(404)
State Data Center Rate Increase			77	77
Subtotal	1.0		1,485	1,485
Total Proposed Budget	160.0		49,256	49,256
Difference	1.0		6,835	6,835
Percent Change from Current Biennium	0.6%		16.1%	16.1%
Total Proposed Budget by Activity				
	6.2		5,547	5,547
Administration	8.8		2,181	2,181
Agency Commissioners	7.8		2,079	2,079
Pipeline Safety	20.1		6,810	6,810
Public Counsel			1,922	1,922
Railroad Safety	11.5		2,952	2,952
Regulation of Consumer Services	23.4		4,632	4,632
Regulation of Energy Companies	27.0		11,706	11,706
Regulation of Water Companies	4.4		822	822
Solid Waste Companies Licensing, Regulation, and Safety	11.6		2,575	2,575
Telecommunication Companies Licensing and Regulation	20.5		4,489	4,489
Transportation Companies Licensing, Regulation and Safety	18.8		3,541	3,541
Total Proposed Budget	160.0		49,256	49,256

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Federal Funding Rate Increase

Federal expenditure authority is provided to reflect increased federal Pipeline and Hazardous Materials Safety Administration funding to state pipeline safety programs that started in 2010. The federal reimbursement rate increased from 40 percent federal participation to approximately 60 percent federal participation for states that expand their programs. (Pipeline Safety Account-Federal)

GOVERNMENTAL OPERATIONS

Federal Stimulus Funds

Federal expenditure authority is increased to reflect expected American Recovery and Reinvestment Act (ARRA) dollars provided for electricity sector activities and policy initiatives that significantly affect electric utility resource alternatives and infrastructure investment. In 2010 the Utilities and Transportation Commission (UTC) received a four-year ARRA grant from the U.S. Department of Energy. Federal expenditure authority is provided to allow the UTC to continue to utilize funds from this and other grants. (General Fund-Federal Stimulus)

ACTIVITY DESCRIPTIONS

Administration

This activity provides administrative, financial, human resource, and information services to the Utilities and Transportation Commission (UTC).

Agency Commissioners

Three commissioners regulate private utility and transportation businesses in the public interest by reviewing company filings, making decisions on contested matters, adopting rules for regulated industries, and advocating Washington's interests before national and regional forums. The commission is an administrative, quasi-judicial, and quasi-legislative state agency. The commission decides matters including rule making; changes to company rates, terms, or conditions for service (tariff revisions); and requests by companies to take action, such as transferring property, issuing securities, or changing accounting practices. Issues involving substantial disagreements or affecting substantial legal rights become formal, adjudicated legal proceedings under the Administrative Procedures Act, RCW 34.05.

Pipeline Safety

Washington is one of five states granted inspection authority over interstate hazardous liquid and natural gas pipelines by the federal government. The UTC inspects interstate and intrastate pipelines to ensure they are constructed and operate in accordance with state and federal statute and regulation; audits company practices; investigates accidents; reviews design and construction of new pipelines; develops pipeline rules and policies to protect Washington citizens, enhance the safe movement of these products, and seek enforcement of regulations where appropriate; and works closely with local governments, community organizations, first responders, and citizens to ensure they are informed of pipeline issues in their communities.

Public Counsel

The Public Counsel Section of the Office of the Attorney General is responsible for representing the interests of residential and small commercial customers in electric, gas, and telecommunications proceedings before the UTC and state courts. Although Public Counsel is funded through the UTC budget, it is a branch of the Attorney General and thus, is independent of the commission.

Railroad Safety

The commission provides for public and railroad employee safety by implementing engineering, compliance, and education programs that reduce deaths, injuries, and property damage on or around railroads. Inspectors work with local road authorities, the Washington State Department of Transportation, railroad companies, and the public to ensure that railroad/highway crossings and warning devices are designed, built, maintained, altered, and closed in the safest possible manner. Inspectors enforce laws and rules to ensure the safety of hazardous materials handling, track structures, operating practices, signals, clearances, and walkways. Trespassing and crossing accidents and derailments are investigated to identify rule violations and general safety problems. Staff participate in Operation Lifesaver, a national program to inform the public about rail safety issues.

Regulation of Consumer Services

This activity ensures that regulated companies treat consumers fairly and consistently. This is accomplished by mediating disputes between consumers and regulated companies; responding to consumers' questions about service and consumer rights and responsibilities; providing technical assistance to companies to help them improve service delivery and reduce complaint levels; analyzing complaint data for consumer fraud, deception, or abuse; conducting formal investigations into companies that appear to be using unfair, misleading, or deceptive business practices; making recommendations on needed compliance actions or improvements; and monitoring companies after formal action to ensure the commission's directives are met.

Regulation of Energy Companies

The regulation of energy companies involves overseeing rates and business practices of investor-owned natural gas and electric utilities to protect consumers, encourage investment, and ensure adequate energy supplies and reliable service. This is done by reviewing tariff changes and contracts of regulated energy companies, reviewing annual reports and other technical information, presenting expert testimony in contested cases before the commission, and adopting and enforcing rules for regulated companies.

Regulation of Water Companies

The regulation of water companies involves overseeing rates and business practices of regulated water companies. This is accomplished through working with privately-owned water companies and their customers to set fair rates for drinking water; protecting captive water customers from potential abuse by water companies; developing, explaining, and enforcing water rules and policies to protect consumers and encourage investment; reviewing tariff changes of regulated water companies; and working with water companies and the Department of Health's Drinking Water Program to resolve service complaints about water quality and quantity issues.

Solid Waste Companies Licensing, Regulation, and Safety

Solid waste regulation involves overseeing rates, service areas, safety, and business practices of regulated solid waste collection companies to ensure reasonable rates and desired services. This includes setting fair rates for the collection of residential and commercial garbage and residential recyclables; resolving billing and service problems; auditing companies; adopting and enforcing laws and rules; participating with counties and cities in the development of comprehensive solid waste management plans; working with collection companies to implement the plans; and collaborating with the Department of Ecology on recycling and the State Solid Waste Management Plan.

Telecommunication Companies Licensing and Regulation

Regulation of telecommunications companies involves: reviewing tariff changes, contracts, and interconnection agreements; removing regulation as competition increases; monitoring the performance of approximately 20 companies that continue to have a captive customer base; providing leadership on policy and operational issues within the telecommunications industry; working closely with all segments of the telecommunications industry, including other government agencies, federally regulated and unregulated carriers; presenting expert testimony in contested cases; facilitating informal resolution of conflicts in the industry; and, when necessary, participating in formal arbitration and enforcement cases.

Transportation Companies Licensing, Regulation and Safety

This activity oversees rates, routes, services, safety, and business practices of regulated bus companies, household goods carriers, airporters, low-level radioactive waste disposal sites, and commercial ferries. It includes rulemaking, permitting firms to do business, setting fair rates, resolving billing and service problems, auditing companies, and enforcing laws and rules.

GOVERNMENTAL OPERATIONS

Agency 220

Board for Volunteer Firefighters and Reserve Officers

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	4.0		1,052	1,052
Total Maintenance Level	4.0		1,069	1,069
Difference			17	17
Percent Change from Current Biennium	0.0%		1.6%	1.6%
Performance Changes				
Suspend Plan 1 Uniform COLA #			(10)	(10)
State Data Center Rate Increase			5	5
Subtotal			(5)	(5)
Total Proposed Budget	4.0		1,064	1,064
Difference			12	12
Percent Change from Current Biennium	0.0%		1.1%	1.1%
Total Proposed Budget by Activity				
Benefits to Volunteer Firefighters and Reserve Law Enforcement Officers	4.0		1,064	1,064
Total Proposed Budget	4.0		1,064	1,064

ACTIVITY DESCRIPTIONS

Benefits to Volunteer Firefighters and Reserve Law Enforcement Officers

The Board for Volunteer Firefighters administers the Volunteer Firefighters' Relief and Pension Act, which provides medical, disability, and survivors' benefits to volunteer firefighters who are injured or killed in the performance of duty. In addition, the Board provides a pension plan for both volunteer firefighters and reserve law enforcement officers as an incentive to keep them active for longer periods of time. This program provides essential support that enables citizens to volunteer in protecting their communities. (Volunteer Firefighters' and Reserve Officers' Relief and Pension Administrative Account)

GOVERNMENTAL OPERATIONS

Agency 245

Military Department

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	330.8	18,224	358,872	377,096
Total Maintenance Level	329.9	18,393	287,953	306,346
Difference	(.9)	169	(70,919)	(70,750)
Percent Change from Current Biennium	(0.3)%	0.9%	(19.8)%	(18.8)%
Performance Changes				
State Emergency Operations Center	(1.0)		(3,379)	(3,379)
E911 Next Generation Transition	2.0		8,416	8,416
Education Support and Administrative Reductions	(3.5)	(1,812)	667	(1,145)
Suspend Plan 1 Uniform COLA #		(252)	(458)	(710)
State Data Center Rate Increase		54		54
Subtotal	(2.5)	(2,010)	5,246	3,236
Total Proposed Budget	327.4	16,383	293,199	309,582
Difference	(3.4)	(1,841)	(65,673)	(67,514)
Percent Change from Current Biennium	(1.0)%	(10.1)%	(18.3)%	(17.9)%
Total Proposed Budget by Activity				
Hazard Mitigation (Supports Prevention)	1.0	202	19,476	19,678
Overhead and Administration	48.3	5,731	7,614	13,345
Washington Youth Academy	49.0	8	4,775	4,783
Disaster Preparedness/Readiness	78.5	4,166	104,971	109,137
Disaster Response and Recovery	21.0	(277)	84,231	83,954
Enhanced 911	11.0		48,057	48,057
Facilities Management	119.6	6,553	24,075	30,628
Total Proposed Budget	328.4	16,383	293,199	309,582

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

State Emergency Operations Center

Federal funding from the Chemical Stockpile Emergency Preparedness Program, which enabled the state to build and sustain the capacity needed to protect citizens in the event of accident from toxic chemical agents, is projected to end after January 2012 when the destruction of chemicals is complete. Funding is provided from the Worker and Community Right-to-Know Account to maintain the information technology and telecommunications capability of the Washington State Emergency Operations Center (EOC) at Camp Murray. (General Fund-Federal, Worker and Community Right-to-Know Account-State)

GOVERNMENTAL OPERATIONS

E911 Next Generation Transition

Expenditure authority is provided from the E911 account to complete the upgrade of the current 911 telephone system to accommodate Next Generation 911 (NG911) and to add one Geographic Information System Specialist and one NG911 Network Security Specialist position to the state E911 Office. These enhancements will provide the citizens of Washington State with a modern internet protocol system that will allow the 911 system to accept information from a wide variety of communication devices during emergencies and provide for maximum utilization of location information and security of the system. (General Fund-Federal, Enhanced 911 Account-State)

Education Support and Administrative Reductions

State funding for post high school education assistance for National Guard members and the Washington Youth Academy is eliminated and replaced in part with federal dollars. Funding for facility maintenance, emergency management, and administrative support functions is reduced. (General Fund-State, General Fund-Federal)

ACTIVITY DESCRIPTIONS

Hazard Mitigation (Supports Prevention)

The Military Department Emergency Management Division (EMD) coordinates and manages educational and outreach programs that support hazard mitigation. Objectives of these programs are to enhance public knowledge of the hazards they face, and encourage homeowners, private businesses, non-profit organizations, and state and local governments to take appropriate hazard mitigation measures. These activities reduce the impact of hazards on the people, economy, environment, and property in Washington. EMD develops and coordinates the State Hazard Mitigation Plan, which is required to maintain eligibility for Federal Disaster Relief funds. EMD also assists local jurisdictions develop hazard mitigation plans, which makes them eligible to apply for Federal Emergency Management Agency mitigation grant funding opportunities.

Overhead and Administration

The Executive Management Team and administrative functions support all of the activities of the department. The range of services/support includes executive oversight and direction, policy development, strategic planning, public disclosure, records management, quality initiatives, budgeting, accounting services, procurement, inventory control, risk management, information technology/telecommunications, and human resource management.

Washington Youth Academy

The Washington Youth Academy (WYA) is a state administered high school for 16-19 year old high school drop outs. The goal of the program is to give at risk youth a second chance to become responsible, productive citizens by helping them improve their life skills, education levels, and employment potential. The program is voluntary and students attend a 22 week residential academy followed by a 12 month post-residential mentoring program. The WYA is an academic institution with credentialed staff supporting the education goals and priorities of the Governor and the citizens of Washington State.

Disaster Preparedness/Readiness

The Emergency Management Division (EMD) manages public information, educational and outreach programs that support local and state preparedness, and readiness initiatives. These programs engage businesses, the public, non-profit organizations, local governments, and state agencies to prepare for emergencies or disasters, and to respond and recover with minimal disruption. Objectives of these programs are to enhance public knowledge of the hazards they face; instruct the public on how to prepare, and the correct actions to take during and after a disaster; and ensure state and local government essential emergency services remain available, which reduces the impact of disasters and emergencies on the people, economy, environment, and property in Washington. Military Support to Civil Authorities is a key component of this function and the National Guard readiness to assist in disasters is a core mission of the agency. Nearly 90 percent of all federal non-disaster related grants managed by the EMD are passed through to local jurisdictions to enhance their preparedness and response programs.

Disaster Response and Recovery

The Emergency Management Division (EMD) manages and maintains the State Emergency Operations Center (EOC), to effectively communicate and coordinate action with state agencies and local jurisdictions for effective response during an emergency. The State Alert and Warning Center, located in the state EOC, is a central point of contact for incident notification and information dissemination (24 hours a day, 365 days a year), which begins the state response to emergencies. The state EOC requires trained staff and effective and redundant communication and information systems to coordinate with and assist local jurisdictions and state agencies during emergencies and disasters. Local jurisdiction governments collect and process information from multiple sources and communicate status to the state EOC, which allows the state to coordinate state agency response and recovery actions (including resource assignment) and request assistance from the federal government when necessary. EMD administers federal disaster relief funds after a federal declaration of major disaster or emergency and coordinates the state recovery efforts. Over 90 percent of funds managed by the activity are passed through to local jurisdictions to enhance their preparedness and response programs.

Enhanced 911

The Enhanced 911 (E-911) program works with other state agencies, counties, and communications companies to ensure that residents of the state of Washington have access to emergency assistance through an enhanced 911 system. The E-911 state coordinator has the responsibility to provide oversight of statewide 911 wire line and wireless systems including working with national and state regulators, establishing statewide performance standards, influencing national standards, and establishing rules and policies for reimbursement of 911 expenses. Assistance includes the following areas: network, technical, database/GIS, national issues, financial, operations, training, administration, accessibility, contingency planning, wireless, and public education. Over 90 percent of the Enhanced 911 funds received by the Military Department are passed through or provide direct support to local jurisdictions E-911 systems.

Facilities Management

The Military Department is responsible for a variety of facility management functions which include facility operations and maintenance, facility planning and capital budget development, property management services, security services, and environmental management for all facilities and properties under the jurisdiction of the agency. These management functions cover a wide range of activities such as routine maintenance, repair, and daily caretaker services that preserve existing facilities to ensure the National Guard and the Military Department have well maintained and operational facilities from which to operate and to respond to an emergency or major disaster. The security force provides security to Camp Murray and provides for the protection of state officials, including the Governor, while at Camp Murray during times of emergency.

GOVERNMENTAL OPERATIONS

Agency 275

Public Employment Relations Commission

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	42.7	5,302	3,513	8,815
Total Maintenance Level	42.7	5,416	3,649	9,065
Difference		114	136	250
Percent Change from Current Biennium	0.0%	2.2%	3.9%	2.8%
Performance Changes				
Reduce Training/Equipment/Recruitment		(530)		(530)
Suspend Plan 1 Uniform COLA #		(62)	(41)	(103)
State Data Center Rate Increase		24	17	41
Subtotal		(568)	(24)	(592)
Total Proposed Budget	42.7	4,848	3,625	8,473
Difference		(454)	112	(342)
Percent Change from Current Biennium	0.0%	(8.6)%	3.2%	(3.9)%
Total Proposed Budget by Activity				
Dispute Resolution of Public Employer Labor Disputes	42.7	4,848	3,625	8,473
Total Proposed Budget	42.7	4,848	3,625	8,473

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Reduce Training/Equipment/Recruitment

Funding for training and equipment purchases is eliminated. Reductions will decrease the agency's ability to recruit, train, and retain qualified staff. This will have a significant effect on the commission during the 2011-13 biennium as it expects a number of retirements during this time period.

ACTIVITY DESCRIPTIONS

Dispute Resolution of Public Employer Labor Disputes

The mission of the Public Employment Relations Commission (PERC) is to prevent or minimize disruptions of public services by the uniform, impartial, efficient, and expert resolution of labor-management disputes. PERC has jurisdiction over all local government units and their employees (including school districts and their certificated employees), state government units and their employees (transitioning to full-scope bargaining rights), state college and university faculty, home care employees, research/teaching assistants at the University of Washington, and private employers and employees (upon their joint request). PERC provides mediation and interest arbitration for contract negotiation disputes, provides training on interest-based bargaining techniques, certifies and clarifies bargaining units, decides unfair labor practice and non-association claims, and provides arbitration for contract interpretation disputes.

GOVERNMENTAL OPERATIONS

GOVERNMENTAL OPERATIONS

Agency 341

Law Enforcement Officers' and Fire Fighters' Plan 2 Retirement Board

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	6.0		2,027	2,027
Total Maintenance Level	6.0		2,098	2,098
Difference			71	71
Percent Change from Current Biennium	0.0%		3.5%	3.5%
Performance Changes				
Suspend Plan 1 Uniform COLA #			(20)	(20)
State Data Center Rate Increase			5	5
Subtotal			(15)	(15)
Total Proposed Budget	6.0		2,083	2,083
Difference			56	56
Percent Change from Current Biennium	0.0%		2.8%	2.8%
Total Proposed Budget by Activity				
Law Enforcement Officers' and Fire Fighters' Plan 2 Retirement Board	6.0		2,083	2,083
Total Proposed Budget	6.0		2,083	2,083

ACTIVITY DESCRIPTIONS

Law Enforcement Officers' and Fire Fighters' Plan 2 Retirement Board

Develop policy recommendations, adopt contribution rates, and oversee the administration of the Law Enforcement Officers' and Fire Fighters' Plan 2.

GOVERNMENTAL OPERATIONS

Agency 355

Department of Archaeology and Historic Preservation

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	19.3	2,753	3,020	5,773
Total Maintenance Level	19.8	2,971	2,590	5,561
Difference	.5	218	(430)	(212)
Percent Change from Current Biennium	2.6%	7.9%	(14.2)%	(3.7)%
Performance Changes				
Natural Resources Consolidation #	(8.9)	(1,389)	(1,650)	(3,039)
Relocate to Natural Resources Building		358		358
Reduce Administration		(298)	(28)	(326)
Suspend Plan 1 Uniform COLA #		(29)	(20)	(49)
State Data Center Rate Increase		45		45
Subtotal	(8.9)	(1,313)	(1,698)	(3,011)
Total Proposed Budget	10.9	1,658	892	2,550
Difference	(8.4)	(1,095)	(2,128)	(3,223)
Percent Change from Current Biennium	(43.5)%	(39.8)%	(70.5)%	(55.8)%
Total Proposed Budget by Activity				
Creation and Management of Cultural Resource Data	3.2	626	191	817
Protecting Archaeological and Historic Resources	4.1	552	404	956
Preserving and Enhancing Historic Places	3.7	480	297	777
Total Proposed Budget	10.9	1,658	892	2,550

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Natural Resources Consolidation

Pursuant to executive request legislation consolidating natural resource agencies, funding and FTE staff are decreased to reflect transfer of the Department of Archaeology and Historic Preservation to the Department of Natural Resources, effective July 1, 2012. (Motor Vehicle Account-State)

Relocate to Natural Resources Building

The 2011-13 capital budget includes the demolition of the General Administration building and the adjacent 1063 Capitol Way office building and garage. The Department of Archaeology and Historic Preservation will be relocated to the Natural Resources Building on the capital campus. Funding is provided for one-time moving costs in Fiscal Year 2012 and increased lease costs through the 2011-13 biennium.

GOVERNMENTAL OPERATIONS

Reduce Administration

The Department will achieve ongoing savings by reducing its travel budget for the human remains program and by reducing its in-house information technology maintenance.

ACTIVITY DESCRIPTIONS

Creation and Management of Cultural Resource Data

This activity manages a number of databases and official registers of archaeological sites and historic places, including the State Archaeological Database, the Washington state component of the National Register of Historic Places, and the Washington Heritage Register (the state complement to the National Register). These inventories and registers are used by the public; local governments for Growth Management Act (GMA) planning purposes; federal and state agencies and Tribes for compliance with the National Historic Preservation Act and federal Environmental Policy Act; and tribes and government agencies at all levels for compliance with the state Environmental Policy Act. The Department of Natural Resources uses the archaeological database to ensure that archaeological sites are not impacted by forest practices.

Protecting Archaeological and Historic Resources

Under state and federal law, this activity reviews proposed federal or state funded construction projects, federal licenses and/or federal permits for potential impacts on archaeological artifacts, human remains, and the historic built environment. In cases where project sponsors must apply for an archaeological permit, or develop a Memorandum of Agreement (MOA) governing archaeological mitigation, this activity reviews applications, establishes archaeological methodologies, identifies required conditions that must be met during construction, consults with Tribes, and, as applicable, issues state permits or signs federal agreements. When archaeological artifacts or burial sites have been disturbed, this activity conducts investigations and takes enforcement action. For historic sites: historic bridges, districts, structures, or buildings, this activity proposes the appropriate mitigation or adaptive reuse when a federally funded, licensed, or permitted undertaking would have an adverse effect on the property. The activity results in the signing of a federal MOA for the historic property. This activity also works with Tribes on balancing cultural resource protection with project delivery, as well as facilitating environmental streamlining initiatives for federally funded, licensed, or permitted undertakings as well as state or locally funded projects.

Preserving and Enhancing Historic Places

Under the National Historic Preservation Act of 1966 and complimentary authority under state law, this activity provides technical and financial assistance to 35 local governments certified by the National Park Service as eligible for federal assistance. This activity also conducts the technical review and approval of applications for federal tax incentives related to rehabilitation of historic properties. In addition, The Department of Archaeology and Historic Preservation develops a statewide historic preservation plan every five years and reviews historic preservation plans developed under GMA.

GOVERNMENTAL OPERATIONS

Agency 476

Growth Management Hearings Office

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	11.3	3,066		3,066
Total Maintenance Level				
Difference	(11.3)	(3,066)		(3,066)
Percent Change from Current Biennium	(100.0)%	(100.0)%		(100.0)%
Total Proposed Budget				
Difference	(11.3)	(3,066)		(3,066)
Percent Change from Current Biennium	(100.0)%	(100.0)%		(100.0)%
Total Proposed Budget by Activity				
Inactive - Environmental Dispute Resolution				
Total Proposed Budget				

ACTIVITY DESCRIPTIONS

Inactive - Environmental Dispute Resolution

The state Growth Management Act of 1992 requires state and local governments to manage the state's growth by preparing comprehensive plans and implementing them through capital investments, land use, and natural resource regulations. The purpose of the three growth management hearings boards is to resolve environmental disputes that arise from implementing components of this law.

GOVERNMENTAL OPERATIONS

Agency 550

State Convention and Trade Center

Recommendation Summary

Dollars in Thousands

	Annual FTEs General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority	182.8	116,821	116,821
Total Maintenance Level			
Difference	(182.8)	(116,821)	(116,821)
Percent Change from Current Biennium	(100.0)%	(100.0)%	(100.0)%
Total Proposed Budget			
Difference	(182.8)	(116,821)	(116,821)
Percent Change from Current Biennium	(100.0)%	(100.0)%	(100.0)%
Total Proposed Budget by Activity			
Convention and Trade Shows			
Convention Center Construction Payments			
Total Proposed Budget			

ACTIVITY DESCRIPTIONS

Convention and Trade Shows

The Washington State Convention and Trade Center promotes tourism and generates revenue by hosting national, international, and regional conventions and trade shows. In Fiscal Year 2007, out-of-state delegates attending conventions and trade shows spent \$287.4 million in the local economy. (State Convention and Trade Center Operations Account)

Convention Center Construction Payments

The Washington State Convention and Trade Center financed the construction and maintenance of the facility from operating fees and hotel/motel tax revenues. This activity is used to service the debt. (State Convention and Trade Center Account)

GOVERNMENTAL OPERATIONS

Agency DES

Department of Enterprise Services

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority				
Total Maintenance Level				
Difference				
Percent Change from Current Biennium				
Performance Changes				
OFM Information Technology Services			2,300	2,300
Transfer Information Technology Portfolio Application			334	334
Department of Enterprise Services-DOP #	123.9		48,557	48,557
Department of Enterprise Services-OFM #	188.7	1,100	81,937	83,037
Department of Enterprise Services-DIS #	120.2		91,437	91,437
Department of Enterprise Services-GA #	536.3	7,193	255,544	262,737
Department of Enterprise Services-Printer #	120.8		20,533	20,533
Subtotal	1,089.8	8,293	500,642	508,935
Total Proposed Budget	1,089.8	8,293	500,642	508,935
Difference	1,089.8	8,293	500,642	508,935
Percent Change from Current Biennium	100.0%	100.0%	100.0%	100.0%
Total Proposed Budget by Activity				
Provide service to state agencies	1,089.8	8,293	500,642	508,935
Total Proposed Budget	1,089.8	8,293	500,642	508,935

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

OFM Information Technology Services

This funding for the Department of Enterprise Services is to provide information technology services to the Office of Financial Management that were previously funded directly by General Fund-State dollars. The Department will recover costs by billing OFM. (Data Processing Revolving Account-Nonappropriated)

Transfer Information Technology Portfolio Application

The maintenance of the Information Technology Clarity Portfolio application support is transferred to the Information Services Division within the new Department of Enterprise Services. (Data Processing Revolving Account-Nonappropriated)

GOVERNMENTAL OPERATIONS

Department of Enterprise Services-DOP #

The Department of Personnel's human resource functions that serve agencies statewide are moved into the new Department of Enterprise Services. These functions include staff and information technology support for the Human Resource Management System, the Employee Assistance Program, recruiting, small agency human resource services, and all back office functions that existed within the Department of Personnel. (Data Processing Revolving Account-Nonappropriated, Department of Personnel Account-State)

Department of Enterprise Services-OFM #

The Information Services Division, Risk Management Division, Contracts Office, and Small Agency Client Services at the Office of Financial Management are moved to the new Department of Enterprise Services. (General Fund-State, Various Other Funds)

Department of Enterprise Services-DIS #

The administrative, budget, finance, communications, contract services, human resources, agency internal information technology, legal services, and procurement will transfer to the new Department of Enterprise Services (DES). DES will provide these back office administrative functions for the Department of Information Services. (Data Processing Revolving Account-Nonappropriated)

Department of Enterprise Services-GA #

The Department of General Administration will merge into the new Department of Enterprise Services, along with the State Printer and portions of the Department of Information Services, Office of Financial Management, and Department of Personnel. A transition team will work on identifying efficiencies by consolidating back-office functions such as internal human resources, accounting, purchasing, contracts, and facilities management. (General Fund-State, General Fund-Federal, General Administration Service Account-State, General Administration Service Account-Nonappropriated, State Vehicle Parking Account-Nonappropriated, Commemorative Works Account-Nonappropriated, Building Code Council Account-State)

Department of Enterprise Services-Printer #

The Department of Printing will move into the new Department of Enterprise Services, along with portions of the Department of Information Services, Office of Financial Management, Department of Personnel, and Department of General Administration. A transition team will begin working on reducing staff as back-office functions such as human resources, accounting, purchasing, contracts, and facilities management are consolidated. (Printing Plant Revolving Account-Nonappropriated)

ACTIVITY DESCRIPTIONS

Provide service to state agencies

This activity provides centralized administrative services to state agencies.

GOVERNMENTAL OPERATIONS

Agency OCR

Office of Civil Rights

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority				
Total Maintenance Level				
Difference				
Percent Change from Current Biennium				
Performance Changes				
Merger Savings #	(3.0)	(294)		(294)
Office of Civil Rights-OMWBE #	17.0		3,354	3,354
Office of Civil Rights-Human Rights #	37.7	4,509	1,958	6,467
Office of Civil Rights-Hispanic Affairs #	2.0	472		472
Office of Civil Rights-African-American Affairs #	2.0	449		449
Office of Civil Rights-Asian Pacific American Affairs #	2.0	425		425
Subtotal	57.7	5,561	5,312	10,873
Total Proposed Budget	57.7	5,561	5,312	10,873
Difference	57.7	5,561	5,312	10,873
Percent Change from Current Biennium	100.0%	100.0%	100.0%	100.0%
Total Proposed Budget by Activity				
Promote equal opportunity	20.0	1,052	3,354	4,406
Protect civil rights	37.7	4,509	1,958	6,467
Total Proposed Budget	57.7	5,561	5,312	10,873

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Merger Savings

Administrative positions are reduced, resulting in salaries and benefits savings.

Office of Civil Rights-OMWBE

Funding and staff from the ethnic commissions, Office of Minority and Women's Business Enterprise, and Human Rights Commission will move to the newly created agency, the Office of Civil Rights. The consolidation will result in fiscal and operational efficiencies, viability, and new opportunities for collaboration. This partnership agency allows the state to foster opportunity, protect civil rights, and maintain a commitment to diversity. (OMWBE Enterprise Account-State)

GOVERNMENTAL OPERATIONS

Office of Civil Rights-Human Rights #

Funding and staff from the ethnic commissions, Office of Minority and Women's Business Enterprises, and Human Rights Commission will move to the newly created agency, the Office of Civil Rights. The consolidation will result in fiscal and operational efficiencies, viability, and new opportunities for collaboration. This partnership agency allows the state to foster opportunity, protect civil rights, and maintain a commitment to diversity. (General Fund-State, General Fund-Federal)

Office of Civil Rights-Hispanic Affairs #

Funding and staff from the ethnic commissions, Office of Minority and Women's Business Enterprises, and Human Rights Commission will move to the newly created agency, the Office of Civil Rights. The consolidation will result in fiscal and operational efficiencies, viability, and new opportunities for collaboration. This partnership agency allows the state to foster opportunity, protect civil rights, and maintain a commitment to diversity.

Office of Civil Rights-African-American Affairs #

Funding and staff from the ethnic commissions, Office of Minority and Women's Business Enterprises, and Human Rights Commission will move to the newly created agency, the Office of Civil Rights. The consolidation will result in fiscal and operational efficiencies, viability, and new opportunities for collaboration. This partnership agency allows the state to foster opportunity, protect civil rights, and maintain a commitment to diversity.

Office of Civil Rights-Asian Pacific American Affairs #

Funding and staff from the ethnic commissions, Office of Minority and Women's Business Enterprises, and Human Rights Commission will move to the newly created agency, the Office of Civil Rights. The consolidation will result in fiscal and operational efficiencies, viability, and new opportunities for collaboration. This partnership agency allows the state to foster opportunity, protect civil rights, and maintain a commitment to diversity.

ACTIVITY DESCRIPTIONS

Promote equal opportunity

Examine and define issues pertaining to the rights and needs of Washington's diverse communities, recommend changes in programs and laws to decision makers, and help employers and businesses understand and comply with the law.

Protect civil rights

Eliminate and prevent discrimination by investigating and resolving complaints of discrimination

GOVERNMENTAL OPERATIONS

Agency OFC

Office of the Forecast Councils

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2009-11 Expenditure Authority				
Total Maintenance Level				
Difference				
Percent Change from Current Biennium				
Performance Changes				
Merge Caseload Forecast Council #	5.0	1,342		1,342
Merge Revenue Forecast Council #	5.1	1,426	50	1,476
Subtotal	10.1	2,768	50	2,818
Total Proposed Budget	10.1	2,768	50	2,818
Difference	10.1	2,768	50	2,818
Percent Change from Current Biennium	100.0%	100.0%	100.0%	100.0%
Total Proposed Budget by Activity				
Forecasting	10.1	2,768	50	2,818
Total Proposed Budget	10.1	2,768	50	2,818

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Merge Caseload Forecast Council

It is proposed that the Caseload Forecast Council be merged into the new Office of the Forecast Councils.

Merge Revenue Forecast Council

It is proposed that the Economic and Revenue Forecast Council be merged into the new Office of the Forecast Councils. (General Fund-State, Lottery Administrative Account-State)

ACTIVITY DESCRIPTIONS

Forecasting

This activity prepares forecasts used by the Governor and Legislature to prepare balanced state budgets. Forecasts include anticipated revenue and caseload demands on education, health, and social services.